# CITY OF GOLD BEACH

## 2011-2012 ANNUAL BUDGET

## JAMES H. WERNICKE MAYOR

#### **BUDGET COMMITTEE**

#### CITY COUNCIL

#### CITIZEN MEMBERS

Larry Brennan David Sanders

Jeff Crook Bob Derby

Brice Gregory Katie Freedman

Doug Brand Jill Benson

Tamie Kaufman Olivia Israel

#### **CITY STAFF**

ELLEN BARNES, CITY ADMINISTRATOR JODI FRITTS, CITY RECORDER

City of Gold Beach 29592 Ellensburg Avenue Gold Beach, Oregon 97444 (541) 247-7029 (phone) (541) 247-2212 (fax) www.goldbeachoregon.gov

# **Contents**

Introductory Section	
Budget Message	1
Budget Calendar	6
Budget Committee Meeting Notice	7
Public Hearing Notice and Affidavit for State Shared Revenue Hearing	8
Organizational Chart	9
Personnel Services Summary	10
Salary Schedule	11
Budget Summary	12
Administrative Cost Allocation Plan	13
<u>LB Forms</u>	
LB-1 Form: Notice of Budget Hearing	15
LB-2 Form: Funds Not Requiring a Property Tax to be Levied	16
LB-3 Form: Funds Requiring a Property Tax to be Levied	21
LB-4 Form: Summary of Organization Unit/Program by Fund	22
LB-50: Certification and Intent to Impose a Tax	24
Local Appropriations	
Resolution Adopting the FY 2011-12 Budget, Making Appropriations and	
Imposing and Categorizing the Tax	25
Ordinance Electing to Receive State Shared Revenue	
Budget Detail	
GENERAL FUND	
Revenues	32
Non-Departmental	
City Council	
City Management	
Municipal Court	
Police Department	
Fire Department	
Parks Department	
Emergency Management Services	
SPECIAL REVENUE FUNDS	
Street Tax Fund	53
Community Promotion Fund	
State Revenue Sharing Fund	
Small City Allotment Fund	
911 Fund	65

CAPITAL PROJECTS FUNDS	
I & I Correction Fund	68
WWTP Improvement Fund	
DEBT SERVICE FUNDS	
HWY 101 Sewer Project	73
Hunter Creek Heights/Emerald Hills Project	75
ENTERPRISE FUNDS	
Water Utility	78
Sewer Utility	
RESERVE FUNDS	
Building Reserve Fund	88
Fleet Replacement Reserve Fund	
Parks Reserve Fund	
Non-insured Losses, Vehicle Damage, Unemployment	
General Fund Reserve	
Water Reserve Fund	
Water Deposit Reserve Fund	
Sewer Reserve Fund	102
Fire Truck Reserve Fund	



#### City of Gold Beach

29592 Ellensburg Avenue Gold Beach, Oregon 97444 (541) 247-7029 (phone); (541) 247-2212 (fax) www.goldbeachoregon.gov

Fiscal Year 2011-2012 Budget Message City of Gold Beach, Oregon April 14, 2011

Honorable Mayor Wernicke Members of the Gold Beach City Council Citizen Budget Committee Members Citizens of the City of Gold Beach

The future is not a result of choices among alternate paths offered by the present, but a place that is created – created first in the mind and will, created next in activity. The future is not a place we are going to, but one we are creating. The paths to it are not found, but made, and the activity of making them changes both the maker and the destination.

- John Schaar, scholar and political theorist

Submitted herein is the City of Gold Beach's proposed budget for the 2011-2012 fiscal year. The budget represents the efforts of the entire executive staff to present a balanced budget that supports quality service delivery to the citizens of Gold Beach.

The current state of the economy poses unique challenges for city operations, not the least of which is how to maintain existing service levels in an era of shrinking revenues and increasing costs. To make matters worse, increasingly, the City is being required to fund services once provided through State and County departments; yet, the City is not receiving additional revenues to do so.

Despite the poor state of the local, regional, state and national economies, the City of Gold Beach remains fiscally sound. The City of Gold Beach has benefited greatly from a tradition of conservative budgeting. This frugal approach has enabled the city to withstand the dramatic local economic events while continually improving the quality of service provided to the Gold Beach community. This budget represents a continuation of that tradition and reflects how the city is investing in its future while maintaining fiscal restraint.

Over the past year, the City of Gold Beach has made investments to address deferred maintenance and conserve existing assets. In terms of staffing, those investments have emphasized training to minimize liability risks to the city. Upkeep and maintenance on city vehicles, equipment and other facilities have helped reduce costs related to deferred maintenance that have accumulated over time. In addition, the City has made investments in technology that promise to facilitate a higher volume of work, reduce operations costs, and increase customer service and accountability.

This budget document is organized and prepared by fund type. It has been prepared in accordance with Local Budget Law and Government Accounting Standards. This message highlights activity and some of the major changes in each of the City's funds.

The FY 2011-2012 budget projects total resources and requirements of \$17,439,274. This is an increase of \$4,163,572 from the previous fiscal year. This dramatic increase is a result of an increase in capital projects and recognizing within the budget projected loan disbursements needed to fund the wastewater treatment plant improvements scheduled to begin July 2012. Table 1 that follows shows the changes in budgeted fund amounts between the fiscal years for each city fund.

Table 1: Changes in Budgeted Fund Amounts between FY 2010-11 and FY 2011-12

Table 1. Changes in 1	buugeteu .	г ини Ат	ounts v	etween F 1 2010-11 and F 1 2011-12
	FY 2010- 2011	FY2011- 2012	difference	
General Fund	\$1,388,376	\$1,550,536	12%	reflects absorbing additional administrative costs from other funds
Street Tax Fund	\$298,134	\$413,828	39%	includes capital projects
Community Promotion Fund	\$413,600	\$359,796	-13%	
State Revenue Sharing Fund	\$38,398	\$34,550	-10%	
Special City Allotment Fund	\$28,430	\$76,450	169%	assumes city receive \$50k special city allotment award
911 Funds (new)	\$0	\$8,875	NA	
I & I Corrections Fund	\$165,575	\$155,434	-6%	
WWTP Improvement Fund (new)	\$0	\$8,392,730	NA	
HWY 101 Debt Service Fund	\$376,800	\$361,020	-4%	
HC Heights Debt Service Fund	\$90,095	\$19,818	-78%	reflects debt payoff in FY 2010-11
Water Utility Fund	\$1,204,000	\$1,391,964	16%	
Sewer Utility Fund	\$1,062,700	\$1,031,008	-3%	
Building Reserve Fund	\$406,400	\$365,040	-10%	
Fleet Replacement Fund	\$0	\$34,550	NA	
Unemployment Reserve Fund	\$36,700	\$76,456	108%	reflects an anticipated large beginning fund balance
General Fund Reserve Fund (new)	\$0	\$6,500	NA	
Water Reserve Fund	\$383,250	\$332,586	-13%	reflects use of reserves for major water system projects
Water Deposit Reserves Fund (new)	\$0	\$111,613	NA	
Sewer Reserve Fund	\$7,073,344	\$2,295,800	-68%	reflects separating WWTP project as separate fund
Fire Truck Reserve Fund	\$390,900	\$420,720	<u>8%</u>	
	\$13,356,702	\$17,439,274	31%	

Table 1 also reflects new funds created to further enhance transparency in city budgeting. New funds being proposed include the following:

- <u>911 Fund</u> creation of this fund is required by state statue. Funds received from the state to support local 911 services must be accounted for separately in their own fund, even if the funds are pass-trough to another agency.
- <u>WWTP Improvement Fund</u> this fund was created by separating out the WWTP construction project costs from the Sewer Reserve Fund. Separating out the project allows for greater transparency in project costs and revenues.
- <u>Fleet Replacement Fund</u> this fund is proposed to provide a means for saving for future vehicle replacement needs.
- General Fund Reserve Fund this fund is proposed to serve as a "rainy day" fund for the City, allowing the City to save for future emergency and unforeseen events.
- Water Deposit Reserves Fund this fund is proposed to provide greater transparency in management of citizens' water utility deposits.

#### **Ad Valorem and Local Option Levy Taxes**

The City's fixed property tax rate is \$2.336 per each \$1,000 of assessed valuation. The projection for collection of current year property taxes is \$463,000, a negligible increase over the previous year's budget estimate of \$462,034. Collection of delinquent property taxes is anticipated at \$17,000, higher than the previous year's budgeted amount but consistent with actual collections during FY 2010-11. Historically, the City property tax collection rate is 93%.

The City will continue to collect revenue through a local option tax to purchase a new fire truck. Voters approved the local option levy amount of \$40,000 per year. The last year for collecting on the local option tax is FY 2012-13 and the City will have until FY 2016-17 to expend the funds.

#### Workforce

No new positions are requested for the 2011-12 fiscal year. A .07 FTE Office Support Specialist that was reinstated mid-way through the 2010-11 fiscal year is included in the FY 2011-12 proposed budget. The IT Specialist that was included in the FY2010-11 budget at .23 FTE has been eliminated. Information technology support services will be managed through contract services. Overall FTE for the City has decreased from the previous year from 18.92 FTE to 18.75 FTE.

Calculations for employee salaries are based on a proposed employee salary schedule that will be recommended to council for adoption. This will be the first salary schedule implemented since the late 1990s. The schedule is based on statewide, regional and Curry County specific salary comparisons of similar positions, both government and private sector equivalent. Entry steps on the schedule reflect the minimum or 10<sup>th</sup> percentile of salaries for similar positions. Salary adjustments are proposed for some staff to align with Step 1 on the proposed salary schedule. A larger salary increase is budgeted for the Utility Worker to compensate for certifications he has received and is expected to receive in FY 2011-12.

#### **General Fund**

The proposed General Fund budget is \$1,550,536. This is an increase of \$162,160. This increase is a result of moving administrative expenses (such as bonding and insurance, all of the administrative services director's salary and benefits) from other funds into the General Fund. It also reflects a \$34,000 expense for dispatch services that is new to the City and increases in audit and legal services and increases in personnel expenses.

A new Cost Allocation Plan has been developed to better reflect and distribute costs equitably among all funds. It is standard practice among many governments to allocate administrative costs on the basis of FTEs, operating budget, and/or use. The proposed cost allocation plan for the City of Gold Beach bases allocations primarily on the percentage of operating budget with some exceptions in which estimates of use also are utilized.

#### **Enterprise Funds**

Enterprise funds include the water and sewer utility funds. Water utility rates will remain flat compared with the previous fiscal year. This year, the City will implement an annual cost adjustment tied to the Municipal Cost Index for the sewer utility, as recommended through a recent sewer rate study, to ensure the utility remains operationally financially sound.

#### **Capital Projects**

Capital projects budgeted for the 2011-2012 fiscal year include the following:

•	General Fund – Parks Department:	Resurface Tennis Courts:	\$10,000
	-	Resurface Play Areas:	\$5,000
•	Special Revenue Fund – Street Tax:	6 <sup>th</sup> Street Reconstruction:	\$9,000
		3 <sup>rd</sup> Street Sidewalks:	\$50,000
•	Capital Projects Fund I & I Corrections:	Inflow Corrections:	\$20,000
•	Capital Projects Fund – WWTP Improve:	Plant Reconstruction:	\$7,850,023
•	Enterprise Fund – Water Utility:	Water Tank Recoating:	\$316,000
		Water-main Repair:	\$100,000
		Water Res. Computer:	\$45,000
		System Repair:	\$8,700
•	Enterprise Fund – Sewer Utility:	System Repair:	\$20,000

Although the current economic climate is not encouraging and many challenges await us, the City of Gold Beach is financially sound and well positioned to withstand current economic conditions. John Schaar explains to us that the future is not predetermined, but ours to create. The budgetary decisions the City of Gold Beach has made over the years are helping to create a sustainable and stable financial future.

I would like to thank and give credit to my entire executive staff for their contributions to this budget proposal. Jodi Fritts, Administrative Services Director, City Recorder, et. al deserves special thanks for the incredibly long hours and hard work she contributed to developing this proposed budget, while also guiding the city through the conversion to a new accounting system.

Members of the Budget Committee provide a valuable service to this community. We sincerely thank you for your time and energy in helping set community priorities through the allocation of precious resources. Staff proudly presents the FY 2011-2012 budget for your consideration and look forward to assisting you in your deliberations.

Regards,

Ellen Barnes

City Administrator/Budget Officer

City of Gold Beach



# City of Gold Beach 2011-12 Budget Calendar

City of Gold Beach

\_\_\_\_\_Ellen Barnes, City Administrator Budget Officer Newspaper (ORS 193.010) \_\_\_\_Curry County Reporter March 11 ......Department directors submit budget recommendations to budget officer March 30.....Publish first legal notice of Budget Committee meeting on April 14<sup>th</sup> for purpose of receiving 2011-12 proposed budget and State Revenue Sharing April 6 ......Publish second legal notice of Budget Committee meeting on April 14<sup>th</sup> April 7 ......A copy of the proposed budget is filed at City Hall and copies are delivered to Budget Committee members April 14 .....General meeting of the Budget Committee 1. Presiding officer is elected 2. Budget Officer presents proposed budget and budget message 3. Public Hearing on proposed budget and State Revenue Sharing April 21 and 28 .... Additional Budget Committee meetings, if needed May 5 ......General meeting of the Budget Committee to pass a motion recommending to the City Council a budget for Fiscal Year 2011-12 and approving an amount or rate of total property taxes to be certified for collection May 9 ......Public hearing on use of State Revenue Sharing funds and first reading of ordinance declaring city's election to receive State Revenue Sharing funds. May 25.....First Notice – Publish "Financial Summary and Notice of Budget Hearing" scheduled for June 13 and advertisement of 2011-12 Budget including summary budget statements June 1 .....Second Notice – Publish notice of first publication of "Financial Summary and Notice of Budget Hearing" scheduled for June 13 June 13.....City Council meeting adopting the FY 2011-12 Budget 1. Public hearing on the recommended 2011-12 Budget and proposed use of State

2. City Council adopts a resolution making appropriations and levying property

3. Second reading and adoption of ordinance declaring the city's election to

District

June 30.....Certify property tax levy to county assessor

Revenue Sharing funds

receive State Revenue Sharing funds

#### **PUBLIC NOTICE**

# CITY OF GOLD BEACH BUDGET COMMITTEE MEETING Thursday, April 14, 2011 at 6PM Gold Beach City Hall Council Chambers, 29592 Ellensburg Ave

A public meeting of the Budget Committee of the City of Gold Beach, Curry County, State of Oregon, will be held at City Hall on the above referenced date to discuss the proposed budget for fiscal year July 1, 2011 through June 30, 2012. The purpose of the meeting is to receive the budget message, receive comment from the public on the proposed budget, and conduct a public hearing on State Revenue Sharing. This is a public meeting where discussion and deliberation by the Budget Committee will take place. Any person may appear at the hearing and discuss the proposed programs with the Budget Committee.

A copy of the proposed budget document may be inspected or obtained (at a cost of .25 per page) at City Hall on **Thursday**, **April 7**, **2011**. The proposed budget will also be posted on the City's website.

Ellen Barnes, Budget Officer

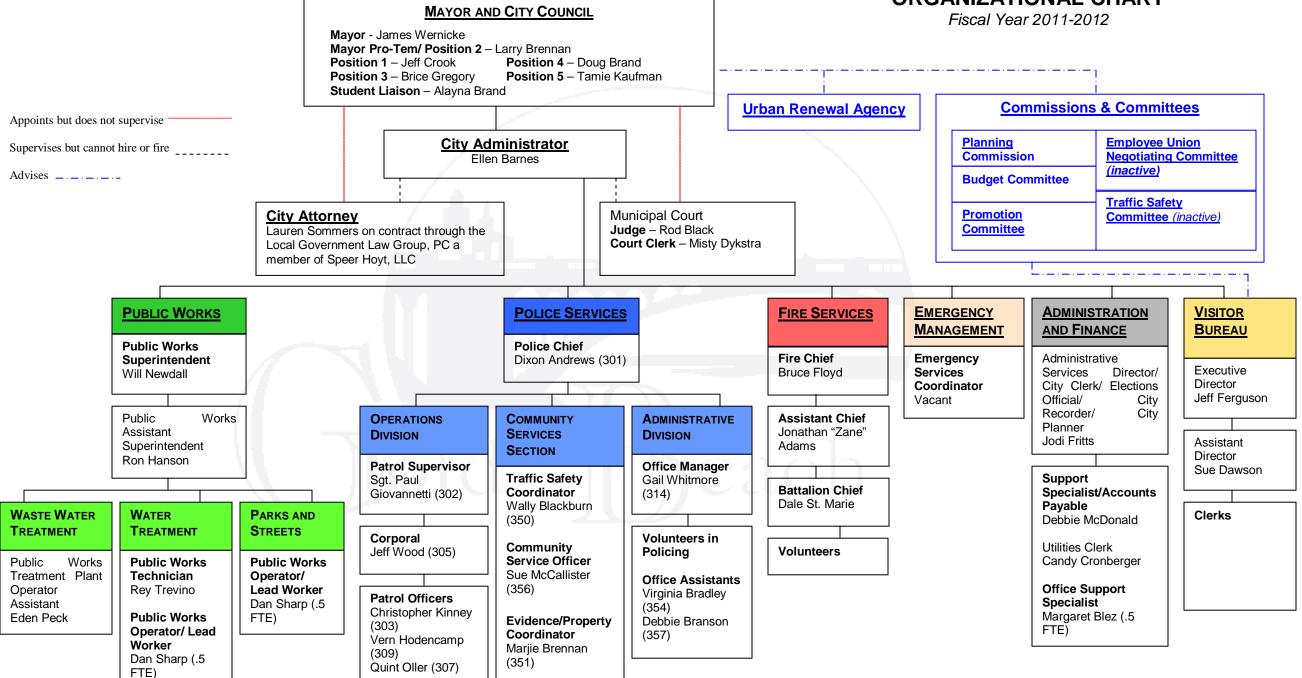
PUBLISH: Curry County Reporter: March 30, & April 6, 2011

POST: City Hall, Post Office, <a href="www.goldbeachoregon.gov">www.goldbeachoregon.gov</a> Copies to Budget Committee Members

The location of the hearing/meeting is accessible to the disabled. Advance notice is requested if special accommodations are needed. Call 541-247-7029 so that appropriate assistance can be provided. The City of Gold Beach is an affirmative action EEOE and complies with section 504 of the rehab act of 1973. Complaints of discrimination should be sent to: USDA, Attention Director, Office of Civil Rights, Washington, D.C. 20250-9419

PUBLIC HEARING NOTICE AND AFFIDAVIT FOR STATE SHARED REVENUE HEARING

# CITY OF GOLD BEACH ORGANIZATIONAL CHART



# City of Gold Beach PERSONNEL SERVICES SUMMARY

Fiscal Year 2011-2012

	POSITION DESCRIPTION	FTE	SALARY		City agement	Munic	ipal Court	Poli	ce Dept	Fir	e Dept	Par	ks Dept	Stre	et Fund	Com	m Promo	Wat	er Utility	Sew	er Utility
	1 GOMEN BEGONIII HON		O/ LE/ LI CT	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount
1	City Administrator	1.00	65,000	100%	65,000																
2	Administrative Serv Director	1.00	47,400	100%	47,400													0%	0	0%	0
3	AP Clerk	1.00	29,000	100%	29,000																
4	Administrative Assistant	1.00	30,101	0%	0													50%	15,051	50%	15,051
5	Office Support Specialist	0.07	13,000	100%	13,000																
6	Municipal Court Judge	0.07	6,800		0	100%	6,800														
7	Municipal Court Clerk	0.26	11,200		0	100%	11,200														
8	Municipal Court Bailiff	0.09	1,800		0	100%	1,800														
9	Emergency Services Coordinator	0.09	0	100%	0																
10	Police Chief (301)	1.00	63,600		0			100%	63,600												
11	Sergeant (302)	1.00	50,600		0			100%	50,600												
12	Corporal (305)	1.00	40,000		0			100%	40,000												
13	SR Patrol Officer (303)	1.00	42,000		0			100%	42,000												
14	Patrol Officer (307)	1.00	38,500		0			100%	38,500												
15	Patrol Officer (309)	1.00	38,500		0			100%	38,500												
16	Office Manager/Medical Examiner	1.00	34,000		0			100%	34,000												
17	Fire Chief	0.12	9,300		0					100%	9,300										
18	Assistant Fire Chief	0.12	6,900		0					100%	6,900										
19	Park Host	0.07	2,600		0							100%	2,600								
20	Ex. Director Promotions	1.00	45,000		0											100%	45,000				
21	Executive Assistant	0.35	26,000		0											100%	26,000				
22	Visitor Center Staff	0.53	18,000		0											100%	18,000				
23	Public Works Superintendent	1.00	58,000		0													50%	29,000	50%	29,000
24	Public Works Asst Super	1.00	49,500		0															100%	49,500
26	Public Works Technician	1.00	32,500		0													100%	32,500		
27	Public Works Operator/ Lead Worker	1.00	41,200		0									50%	20,600			50%	20,600		
28	PW Treatment Plant Operator Assist	1.00	37,150		0															100%	37,150
-	TOTAL	18.75	837,652		0 154,400	$\vdash\vdash$	19,800		307,200		16,200		2,600		20,600		89,000		97,151	$\vdash \vdash$	130,701

#### City of Gold Beach SALARY SCHEDULE Fiscal Year 2011-2012

DEPT	POSITION	STEP				
		1	2	3	4	5
ADMIN	ADMINISTRATIVE SERVICES DIRECTOR	\$ 22.76	23.22	\$ 23.92	\$ 24.87	\$ 26.12
	ADMINISTRATIVE ASSISTANT	\$ 16.62	16.95	\$ 17.46	\$ 18.16	\$ 19.07
	ACCOUNTS PAYABLE CLERK	\$ 13.67	13.94	\$ 14.36	\$ 14.94	\$ 15.68
	OFFICE SUPPORT SPECIALIST	\$ 12.64	12.89	\$ 13.28	\$ 13.81	\$ 14.50
PW	PUBLIC WORKS SUPERINTENDENT	\$ 24.72	25.21	\$ 25.97	\$ 27.01	\$ 28.36
	ASSISTANT PUBLIC WORKS SUPER	\$ 23.42	23.89	\$ 24.60	\$ 25.59	\$ 26.87
	PUBLIC WORKS LEAD OPERATOR/WORKER	\$ 17.78 \$	18.13	\$ 18.67	\$ 19.42	\$ 20.39
	PUBIC WORKS OPERATOR/WORKER	\$ 16.75	17.08	\$ 17.59	\$ 18.30	\$ 19.21
	METER READER	\$ 13.14	13.40	\$ 13.80	\$ 14.35	\$ 15.07
POLICE	CHIEF	\$ 30.57	31.18	\$ 32.11	\$ 33.40	\$ 35.07
	SERGEANT	\$ 24.30 \$	24.79	\$ 25.53	\$ 26.55	\$ 27.88
	CORPORAL	\$ 19.22 \$	19.60	\$ 20.19	\$ 21.00	\$ 22.05
	SR PATROL OFFICER	\$ 19.96 \$	20.36	\$ 20.97	\$ 21.81	\$ 22.90
	OFFICER	\$ 18.29 \$	18.66	\$ 9.22	\$ 19.98	\$ 20.98
	PD OFFICE MANAGER/DEPUTY ME	\$ 15.98	16.30	\$ 16.79	\$ 17.46	\$ 18.33
VIS CTR	EXECUTIVE DIRECTOR	\$ 22.36	22.81	\$ 23.49	\$ 24.43	\$ 25.66
	EXECUTIVE ASSISTANT	\$ 14.08 \$	14.36	\$ 14.79	\$ 15.38	\$ 16.15
	OFFICE STAFF	\$ 10.71	10.92	\$ 11.25	\$ 11.70	\$ 12.29
MUNI	MUNICIPAL JUDGE	\$ 20.56	20.97	\$ 21.60	\$ 22.46	\$ 23.58
	MUNICIPAL COURT CLERK	\$ 14.36	14.65	\$ 15.09	\$ 15.69	\$ 16.48

# City of Gold Beach BUDGET SUMMARY

Fiscal Year 2011-2012

			SPEC	IAL REVENUE	FUNDS		CAPITAL PROJECTS FUNDS DEBT SERVICE FUNDS				ENTERPRI	SE FUNDS				RI	ESERVE FUND	s			
	GENERAL FUND	Street Tax Fund	Community Promotion Fund	State Rev Sharing Fund	Special City Allotment Fund	911 Funds	L&I Corrections Fund	WWTP Improvement Fund	HWY 101 Debt Service Fund	HC Heights Debt Service Fund	Water Utility Fund	Sewer Utility Fund	Building Reserve Fund	Fleet Replacement Fund	Parks Reserve Fund	Unemp. Reserve Fund	General Fund Reserve Fund	Water Reserve Fund	Water Deposit Reserves	Sewer Reserve Fund	Fire Truck Reserve Fund
Beginning Balance	495,000	248,000	114,100	19,502	26,306	0	155,026	0	253,000	11,900	731,000	695,000	360,000	0	0	61,000	0	312,000	99,613	1,700,000	291,000
Revenues	803,663	90,828	245,696	15,048	50,144	8,875	408	7,423,000	108,020	7,918	660,964	336,008	2,040	0	0	456	0	768	12,000	426,800	129,720
Trans In Other Funds	249,273	<u>75,000</u>	0	0	0	0	0	969,730	0	0	0	0	3,000	34,550	6,000	<u>15,000</u>	6,500	19,818	0	169,000	0
Total Resources	1,547,936	413,828	359,796	34,550	76,450	8,875	155,434	8,392,730		19,818	1,391,964	1,031,008	365,040	34,550				332,586	111,613	2,295,800	420,720
Non-Departmental	174,643																				
City Council	16,160																				
City Management	308,860																				
Municipal Court	29,920																				
Police Department	574,383														1						
Fire Department	79,350																				
Parks Department	53,220																				
Emergency Mgt Serv	500																				
Personnel		35,250	124,270	0	0	0	0	0	0	0	185,492	207,137	0	0	0	0	0	0	0	0	0
Materials & Services		36,150	181,200	0	0	8,875	0	0	0	0	256,756	141,800	0	0	0	14,500	0	0	0	0	0
Capital Outlay		59,000	0	0	0	0	20,000	7,850,023	0	0	469,700	20,000	0	0	0	0	0	0	0	0	0
Debt Services	_	0	0	0	0	0	0	0	116,700	0	0	0	0	0	0	0	0	0	0	50,000	0
Special Payments	_	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0	<u>0</u>	<u>o</u>	<u>o</u>	<u>0</u>	<u>o</u>	<u>0</u>	<u>o</u>	<u>0</u>	12,000	<u>0</u>	<u>0</u>
Total Expenditures	1,237,036	130,400	305,470	0	0	8,875	20,000	7,850,023	116,700	0	911,948	368,937	0	0	0	14,500	0	0	12,000	50,000	0
Transfers Out Other Funds	19,500	18,287	0	34,550	75,000	0	0	0	0	19,818	106,669	274,926	15,000	0	0	0	0	120,000	0	969,730	0
Contingency	54,000	60,000	10,000		0	0	50,000	542,707	0	0	200,000	260,000	0	0	0	0	0	0	0	0	0
Reserves	0	0	0	0	0	0	0	0	0	0	0	0	350,040	34,550	6,000	61,956	6,500	212,586	99,613	1,276,070	420,720
Unappropriated Ending Fund Bal	235,000	205,141	44,326	0	<u>1,450</u>	0	<u>85,434</u>	0	244,320	0	173,347	127,146	0	0	0	0	0	0	0	0	0
Total Requirements		283,428					135,434	542,707		19,818	480,016	662,071	365,040	34,550	6,000	61,956	6,500	332,586	99,613	2,245,800	420,720
Total Expenditures & Requirements	1,545,536	413,828	359,796	34,550	76,450	8,875	155,434	8,392,730	361,020	19,818	1,391,964	1,031,008	365,040	34,550	6,000	76,456	6,500	332,586	111,613	2,295,800	420,720
% Ending Fund Bal	1,545,536	50%						0,392,730		0%	1,391,964	1,031,006	0%	0%						2,295,600 <b>0%</b>	420,720 <b>0%</b>
% Reserves	0%	0%						0%			0%	0%	96%	100%				64%		56%	100%
% Contingency	3%	14%						6%			14%	25%	0%	0%				0%		0%	

## City of Gold Beach ADMINISTRATIVE COST ALLOCATION PLAN

Fiscal Year 2011-2012

INDIRECT COST TRANSFERS General Fund		Gene	eral (012)	Stree	et Tax	_	& I ections	Wate	er Utility	Sewe	er Utility
Expenditures	Total	%	\$	%	\$	%	\$	%	\$	%	\$
Audit Services	25,000	48%	12,000	4.0%	1,000	3.0%	750	23.0%	5,750	22.0%	5,500
Legal Services	30,000	48%	14,400	4.0%	1,200	3.0%	900	15.0%	4,500	30.0%	9,000
Insurance/Bonding	49,243	48%	23,637	4.0%	1,970	3.0%	1,477	23.0%	11,326	22.0%	10,833
Dues & Memberships	3,000	48%	1,440	4.0%	120	3.0%	90	23.0%	690	22.0%	660
Municipal Code Serv.	1,000	48%	480	4.0%	40	3.0%	30	23.0%	230	22.0%	220
Bank Fees	2,400	30%	720	0.0%	0	0.0%	0	35.0%	840	35.0%	840
Dispatch Services	35,000	98%	34,300	0.0%	0	0.0%	0	1.0%	350	1.0%	350
Acct Software License	5,900	48%	2,832	4.0%	236	3.0%	177	23.0%	1,357	22.0%	1,298
GIS Fees	7,200	51%	3,672	10.0%	720	3.0%	216	26.0%	1,872	10.0%	720
Executive Admin	308,860	48%	148,253	4.0%	12,354	3.0%	9,266	23.0%	71,038	22.0%	67,949
City Council	16,160	48%	7,757	4.0%	646	3.0%	485	23.0%	3,717	22.0%	3,555
Total	483,763		249,490		18,287		13,391		101,669		100,926

100% calculated on % dept ops to total budget and staff time ests.
100% calculated on % dept ops to total budget and staff time ests.
100% calculated on % est ops to total budget and risk assess
100% calculated on % dept ops to total budget
100% calculated on % dept ops to total budget
100% calculated on staff estimates of use
100% calculated on staff estimates of calls for service
100% calculated on % dept ops to total budget
100% calculated on % dept ops to total budget
100% calculated on % dept ops to total budget
100% calculated on % dept ops to total budget
100% calculated on % dept ops to total budget
100% calculated on % dept ops to total budget

Cost allocation is a method to identify and distribute indirect costs. Direct costs are costs assignable to a specific cost objective, whereas indirect costs are costs incurred for multiple cost objectives or not assignable to a specific cost objective without effort disproportionate to the benefit received.

City Council is the legislative and policy-making branch of the city government, responsible for determining city policies and goals. The council is involved in decision-making and policy-setting that govern all fund activities. The existence of and city council's involvement in enterprise, capital project and special revenue funds therefore has an impact on the cost of each department and fund.

Executive services provide direction, coordination, and oversight for the city as a whole. In addition, it provides human resource functions, contracting, records management, litigation/dispute management, council support, and budget development services for all funds.

Finance and administration provide support to all city departments. In addition to all accounting functions, financial reporting, and budgeting, finance and administration also manages all accounts payable and accounts receivable, utility billings and serves as the primary cashier and reception for city business.

It is standard practice among many governments to allocate city council, executive, and finance and administration costs on the basis of FTEs, Operating Budget, and use. The City of Gold Beach based allocations primarily on percentage of operating budget with exceptions noted above.

# City of Gold Beach ADMINISTRATIVE COST ALLOCATION WORKSHEET

Fiscal Year 2011-2012

	General Fund	Street Tax	<u> 1 &amp; 1</u>	<u>Water</u>	<u>Sewer</u>
Fund Balance	1,388,376	298,134	165,575	1,204,000	1,062,700
Audit	(30,000)				
Legal	(25,000)				
Insurance	0				
Dues	(2,500)				
Muni Code	(3,000)				
Bank Fees	(7,200)				
Dispatch	0				
GIS	(7,200)				
Executive	(232,355)				
City Council	<u>(16,980)</u>				
SUBTOTAL	1,064,141				
plus reserves	<u>834,000</u>			<u>383,250</u>	7,073,344
special and debt					
funds	947323				
SUBTOTAL	2,845,464	<u>298,134</u>	<u>165,575</u>	<u>1,587,250</u>	<u>8,136,044</u>
less capital	(49,000)	<u>(72,000)</u>	(15,000)	(216,600)	<u>(7,100,844)</u>
Net Operations	2,796,464	226,134	150,575	1,370,650	1,035,200
TOTAL BUDGET	13,275,702				
TOTAL BUDGET	13,273,702				
LESS CAPITAL	5,822,258				
2200 0/11 11/12	0,022,200				
0/ Cananal	4007				
% General	48%				
% Street Tax	4%				
%   &	3%				
% Water	24%				
% Sewer	<u>22%</u>				
	100%				

<sup>\*</sup> Administrative costs for Community Promotions is already included in the General Fund. Community Promotions administrative costs of 20% of tax collected is set by state statute.

#### **NOTICE OF BUDGET HEARING**

A meeting of the City of Gold Beach City Council will be held on June 13, 2011at 6:30 pm at City Hall, 29592 Ellensburg Avenue, Gold Beach, OR. The purpose of this meeting will be to discuss the budget for the fiscal year beginning July 1, 2011, as approved by the City of Gold Beach Budget Committee. A summary of the budget is presented below. A copy of the budget may be inspected or obtained at Gold Beach City Hall, 29592 Ellensburg Avenue, between the hours of 8:30 am and 4:00 pm. It also is available online at www.goldbeachoregon.gov. This budget was prepared on a basis of accounting that is consistent with the basis of accounting used during the preceding year. Major changes, if any, and their effect on the budget, are explained below. This budget is for an annual period beginning July 1, 2011 through June 30, 2012.

County	City	Chairperson of Governing Body	Telephone Number
CURRY	GOLD BEACH	JAMES H. WERNICKE	541-247-7029

#### **FINANCIAL SUMMARY**

	is box if your  nly has one fund TOTAL OF ALL FUNDS	Adopted Budget Current Year 2010-11	Approved Budget Next Year - 2011-12
•	Total Personal Services	1,287,724	1,353,929
	2. Total Materials and Supplies	966,055	1,055,662
	3. Total Capital Outlay	5,259,532	8,433,723
Anticipated	4. Total Debt Service	667,450	166,700
Requirements	5. Total Transfers	379,323	1,664,805
	6. Total Contingencies	904,512	1,176,707
	7. Total Special Payments	0	12,000
	Total Unappropriated and Reserved for Future Expenditure	3,908,606	3,581,748
	9. Total Requirements - add Lines 1 through 8	13,373,202	17,445,274
	10. Total Resources Except Property Taxes	12,864,668	16,927,574
Anticipated	11. Total Property Taxes Estimated to be Received	508,534	517,700
Resources	12. Total Resources - add Lines 10 and 11	13,373,202	17,445,274
	13. Total Property Taxes Estimated to be Received (line 11)	508,534	517,700
Estimated	14. Plus: Estimated Property Taxes Not To Be Received		
Ad Valorem	A. Loss Due to Constitutional Limits	0	0
Property Taxes	B. Discounts Allowed, Other Uncollected Amounts	35,597	37,331
	15. Total Tax Levied(add lines 13 and 14 A & B)	<u>544,131</u>	555,031
		Rate or Amount	Rate or Amount
Tax Levies	16. Permanent Rate Limit Levy (rate limit \$2.336 )	504,131	515,031
By Type	17. Local Option Taxes	40,000	40,000
	18. Levy for Bonded Debt or Obligations	0	0

#### STATEMENT OF INDEBTEDNESS

Debt	Debt Outstanding Debt Authorized, Not Incurred		Debt Authorized, Not Incurred	
None	✓ As Summarized Below	Non Non	ne As Summarized Below	
PUBLISH BELOW ONLY IF COMPLETED				
Long-Term Debt	Estimated Debt Outstanding Beginning of the Budget Year		Estimated Debt Authorized, Not Incurred at the Beginning of the Budget Year (July 1)	
Bonds		0	4,158,000	
Interest Bearing Warrants		0	0	
Other		12,182,037	0	
Total Indebtedness		12,182,037	4,158,000	

#### **Short-Term Debt**

This budget includes the intention to borrow in anticipation of revenue ("Short-Term Borrowing") as summarized below:

Fund Liable	Estimated Amount to be Borrowed	Estimated Interest Rate	Estimated Interest Cost
_			

# FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Requirements (line 9) must equal Total Resources (line 10)

Name of	Actual Data	Adopted Budget	Approved Budget
Fund STREET TAX FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	42,015	36,112	35,250
2. Total Materials and Services	19,474	37,100	36,150
3. Total Capital Outlay	33,584	72,000	59,000
4. Total Debt Service	0	0	C
5. Total Transfers	22,000	12,526	18,487
6. Total Contingencies		60,000	60,000
7. Total Special Payments	0	0	C
8. Total Unappropriated / Reserved for Future Expenditure	213,180	80,396	204,941
9. Total Requirements (add lines 1 - 8)	330,253	298,134	413,828
10. Total Resources Except Property Taxes	330,253	298,134	413,828
Name of	Actual Data	Adopted Budget	Approved Budget
Fund COMMUNITY PROMOTION FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	86,043	109,146	124,270
2. Total Materials and Services	205,550	187,100	181,200
3. Total Capital Outlay	0	0	0
4. Total Debt Service	41,490	66,251	0
5. Total Transfers	3,000	7,500	0
6. Total Contingencies		20,000	10,000
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	208,617	23,603	44,326
9. Total Requirements (add lines 1 - 8)	544,700	413,600	359,796
10. Total Resources Except Property Taxes	544,700	413,600	359,796
Name of	Actual Data	Adopted Budget	Approved Budget
Fund STATE REVENUE SHARING FUND	Prior Yr 2009-10_	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	0
2. Total Materials and Services	0	0	0
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	15,000	15,000	34,550
	15,000	15,000	0.,000
6. Total Contingencies	15,000	0	0
Total Contingencies      Total Special Payments	0	0	0
	0 23,582	0 0 23,398	0 0 0
7. Total Special Payments	0	0	0 0 0 34,550
Total Special Payments      Total Unappropriated / Reserved for Future Expenditure	0 23,582	0 0 23,398	0 0 0
7. Total Special Payments  8. Total Unappropriated / Reserved for Future Expenditure  9. Total Requirements (add lines 1 - 8)	0 23,582 38,582	0 0 23,398 38,398	0 0 3 <b>4,550</b>
7. Total Special Payments 8. Total Unappropriated / Reserved for Future Expenditure 9. Total Requirements (add lines 1 - 8) 10. Total Resources Except Property Taxes	0 23,582 38,582 38,582	0 0 23,398 38,398 38,398	34,550
7. Total Special Payments  8. Total Unappropriated / Reserved for Future Expenditure  9. Total Requirements (add lines 1 - 8)  10. Total Resources Except Property Taxes	0 23,582 38,582 38,582 Actual Data	0 0 23,398 38,398 38,398 Adopted Budget	34,550 34pproved Budget
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11	34,550 34,5550 Approved Budget Next Year 2011-12
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11	34,550 34,550 Approved Budget Next Year 2011-12
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11	34,550 34,550 Approved Budget Next Year 2011-12
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10 0 0	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11 0 0 20,000	34,550 34,550 Approved Budget Next Year 2011-12
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10 0 0	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11 0 0 20,000	34,550 34,550 Approved Budget Next Year 2011-12
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10 0 0	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11 0 0 20,000 0 2,229	34,550 34,550 Approved Budget Next Year 2011-12
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10  0 0 0 0 0 0	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11 0 0 20,000 0 2,229	34,550 34,550 Approved Budget Next Year 2011-12
7. Total Special Payments	0 23,582 38,582 38,582 Actual Data Prior Yr 2009-10  0 0 0 0 0 0 0	0 0 23,398 38,398 38,398 Adopted Budget Current Yr 2010-11 0 0 20,000 0 2,229 0	34,550 34,550 Approved Budget Next Year 2011-12

# FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Requirements (line 9) must equal Total Resources (line 10)

Name of	Actual Data	Adopted Budget	Approved Budget
Fund 911 FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	(
2. Total Materials and Services	0	0	C
3. Total Capital Outlay	0	0	C
4. Total Debt Service	0	0	C
5. Total Transfers	0	0	8,875
6. Total Contingencies	000000000000000000000000000000000000000	0	C
7. Total Special Payments	0	0	C
8. Total Unappropriated / Reserved for Future Expenditure	0	0	C
9. Total Requirements (add lines 1 - 8)	0	0	8,875
10. Total Resources Except Property Taxes	0	0	8,875
Name of	Actual Data	Adopted Budget	Approved Budget
Fund I & I CORRECTION FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	0
Total Materials and Services	700	50	0
Total Capital Outlay	0	15,000	20,000
4. Total Debt Service	0	0	0
5. Total Transfers	0	2,137	0
6. Total Contingencies		20,000	50,000
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	168,038	128,388	85,434
9. Total Requirements (add lines 1 - 8)	168,738	165,575	155,434
10. Total Resources Except Property Taxes	168,738	165,575	155,434
Name of	Actual Data	Adopted Budget	Approved Budget
Fund WWTP IMPROVEMENT FUND	Prior Yr 2009-10_	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	0
Total Materials and Services	0	0	0
Total Capital Outlay	0	0	7,850,023
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies		0	542,707
7. Total Special Payments	0	0	0.2,.0.
Total Unappropriated / Reserved for Future Expenditure	0	0	0
9. Total Requirements (add lines 1 - 8)	0	0	8,392,730
10. Total Resources Except Property Taxes	0	0	8,392,730
Name of	Actual Data	Adopted Budget	Approved Budget
Fund HWY 101 SEWER PROJECT	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
1. Total Daragnal Carriaga	0	0	0
Total Personal Services		0	0
Total Personal Services.     Total Materials and Services	1,000	V <sub>I</sub>	
	1,000	0	C
2. Total Materials and Services			116,700
Total Materials and Services      Total Capital Outlay	0	0	
Total Materials and Services.     Total Capital Outlay.     Total Debt Service.	0 116,351	0 116,700	
Total Materials and Services.     Total Capital Outlay.     Total Debt Service.      Total Transfers.	0 116,351	0 116,700 1,399	
Total Materials and Services.     Total Capital Outlay.     Total Debt Service.     Total Transfers.     Total Contingencies.	0 116,351 0	0 116,700 1,399 0	116,700 (
Total Materials and Services.     Total Capital Outlay.     Total Debt Service.     Total Transfers.     Total Contingencies.     Total Special Payments.	0 116,351 0	0 116,700 1,399 0 0	

# FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Requirements (line 9) must equal Total Resources (line 10)

Publish UNLY completed portion of this page. 101	tar Kequirements (iiile 9) <u>i</u>	rotar Nesour	
Name of	Actual Data	Adopted Budget	Approved Budget
HC HEIGHTS/EMERALD HILLS PROJECT	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	0
2. Total Materials and Services	400	0	0
3. Total Capital Outlay	0	0	0
4. Total Debt Service	12,520	84,499	0
5. Total Transfers	0	0	19,818
6. Total Contingencies	***************************************	0	0
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	19,448	5,596	0
9. Total Requirements (add lines 1 - 8)	32,368	90,095	19,818
10. Total Resources Except Property Taxes	32,368	90,095	19,818
Name of	Actual Data	Adopted Budget	Approved Budget
Fund WATER UTILITY FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	238,435	215,146	185,492
2. Total Materials and Services	185,320	237,800	256,756
3. Total Capital Outlay	24,999	216,600	469,700
4. Total Debt Service	0	0	0
5. Total Transfers	22,000	95,876	107,819
6. Total Contingencies		200,000	200,000
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	799,317	238,578	172,197
9. Total Requirements (add lines 1 - 8)	1,270,071	1,204,000	1,391,964
10. Total Resources Except Property Taxes	1,270,071	1,204,000	1,391,964
10. Total Resources Except Property Taxes  Name of	1,270,071 Actual Data	1,204,000 Adopted Budget	1,391,964 Approved Budget
	, , , , , , , , , , , , , , , , , , ,		, i
Name of	Actual Data	Adopted Budget	Approved Budget
Name of Fund SEWER UTILITY FUND	Actual Data Prior Yr 2009-10_	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
Name of Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_ 132,568	Adopted Budget Current Yr 2010-11 205,411	Approved Budget Next Year 2011-12 207,137
Name of Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483	Adopted Budget  Current Yr 2010-11  205,411  155,900	Approved Budget  Next Year 2011-12  207,137  141,800
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568  117,483  34,999	Adopted Budget Current Yr 2010-11 205,411 155,900 27,500	Approved Budget  Next Year 2011-12  207,137  141,800
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568  117,483  34,999 0	Adopted Budget  Current Yr 2010-11  205,411  155,900  27,500 0	Approved Budget  Next Year 2011-12  207,137  141,800  20,000 0
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568  117,483  34,999 0	Adopted Budget  Current Yr 2010-11  205,411  155,900  27,500  0  107,068	Approved Budget  Next Year 2011-12  207,137  141,800  20,000  0  276,026
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000	Adopted Budget  Current Yr 2010-11  205,411  155,900  27,500  0  107,068  200,000	Approved Budget  Next Year 2011-12  207,137  141,800  20,000  0  276,026
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568  117,483  34,999  0  52,000	Adopted Budget  Current Yr 2010-11  205,411  155,900  27,500  0  107,068  200,000  0	Approved Budget  Next Year 2011-12  207,137  141,800  20,000  0  276,026  260,000  0
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000 0 791,653	Adopted Budget  Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821	Approved Budget  Next Year 2011-12  207,137  141,800  20,000  0  276,026  260,000  0  126,045
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000 0 791,653 1,128,703	Adopted Budget  Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821 1,062,700	Approved Budget  Next Year 2011-12  207,137  141,800  20,000  0  276,026  260,000  0  126,045  1,031,008
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services. 2. Total Materials and Services. 3. Total Capital Outlay 4. Total Debt Service 5. Total Transfers 6. Total Contingencies 7. Total Special Payments 8. Total Unappropriated / Reserved for Future Expenditure 9. Total Requirements (add lines 1 - 8) 10. Total Resources Except Property Taxes  Name of	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000  791,653 1,128,703 1,128,703	Adopted Budget Current Yr 2010-11  205,411  155,900  27,500  0  107,068  200,000  0  366,821  1,062,700  1,062,700	Approved Budget Next Year 2011-12  207,137 141,800 20,000 0 276,026 260,000 0 126,045 1,031,008
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000 791,653 1,128,703 Actual Data	Adopted Budget  Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821 1,062,700 1,062,700 Adopted Budget	Approved Budget  Next Year 2011-12  207,137 141,800 20,000 0 276,026 260,000 0 126,045 1,031,008 1,031,008 Approved Budget
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000  791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10	Adopted Budget  Current Yr 2010-11  205,411  155,900  27,500  0  107,068  200,000  0  366,821  1,062,700  Adopted Budget  Current Yr 2010-11	Approved Budget  Next Year 2011-12  207,137  141,800  20,000  0  276,026  260,000  0  126,045  1,031,008  Approved Budget  Next Year 2011-12
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000  791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10  0	Adopted Budget  Current Yr 2010-11  205,411  155,900  27,500  0  107,068  200,000  0  366,821  1,062,700  Adopted Budget  Current Yr 2010-11	Approved Budget  Next Year 2011-12  207,137  141,800  20,000  0  276,026  260,000  0  126,045  1,031,008  Approved Budget  Next Year 2011-12
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000  791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10  0 0	Adopted Budget  Current Yr 2010-11  205,411  155,900  27,500  0  107,068  200,000  0  366,821  1,062,700  Adopted Budget  Current Yr 2010-11  0  8,275	Approved Budget  Next Year 2011-12  207,137  141,800 20,000  0 276,026 260,000  126,045 1,031,008  Approved Budget  Next Year 2011-12  0 0
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000 791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10 0 0	Adopted Budget Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821 1,062,700 1,062,700 Adopted Budget Current Yr 2010-11  0 8,275 42,000	Approved Budget  Next Year 2011-12  207,137  141,800 20,000  0 276,026 260,000  126,045 1,031,008  Approved Budget  Next Year 2011-12  0 0 0
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000 791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10 0 0 0	Adopted Budget Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821 1,062,700 1,062,700 Adopted Budget Current Yr 2010-11  0 8,275 42,000 0	Approved Budget  Next Year 2011-12  207,137  141,800 20,000  0 276,026 260,000  126,045 1,031,008  Approved Budget  Next Year 2011-12  0 0 0 0
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000 791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10 0 0 0	Adopted Budget Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821 1,062,700 1,062,700 Adopted Budget Current Yr 2010-11  0 8,275 42,000 0 0	Approved Budget  Next Year 2011-12  207,137  141,800 20,000  0 276,026 260,000  126,045 1,031,008  Approved Budget  Next Year 2011-12  0 0 0 0
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000  791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10  0 0 0 0	Adopted Budget Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821 1,062,700 1,062,700 Adopted Budget Current Yr 2010-11  0 8,275 42,000 0 0 0	Approved Budget  Next Year 2011-12  207,137  141,800 20,000  0 276,026 260,000  126,045 1,031,008  Approved Budget  Next Year 2011-12  0 0 0 0
Name of  Fund SEWER UTILITY FUND  1. Total Personal Services	Actual Data Prior Yr 2009-10_  132,568 117,483 34,999 0 52,000  791,653 1,128,703 1,128,703 Actual Data Prior Yr 2009-10  0 0 0 0 0 0	Adopted Budget Current Yr 2010-11  205,411 155,900 27,500 0 107,068 200,000 0 366,821 1,062,700 1,062,700 Adopted Budget Current Yr 2010-11  0 8,275 42,000 0 0 0 0 0	Approved Budget Next Year 2011-12  207,137 141,800 20,000 0 276,026 260,000 0 126,045 1,031,008 Approved Budget Next Year 2011-12  0 0 0 15,000 0 0 0 0

# FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Requirements (line 9) must equal Total Resources (line 10)

Publish ONLY completed portion of this page. <b>10t</b>	T T		, ,
Name of	Actual Data	Adopted Budget	Approved Budget
FLEET REPLACEMENT RESERVE FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	
Total Materials and Services	0	0	C
3. Total Capital Outlay	0	0	C
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies		0	0
7. Total Special Payments	0	0	C
8. Total Unappropriated / Reserved for Future Expenditure	0	0	34,550
9. Total Requirements (add lines 1 - 8)	0	0	34,550
10. Total Resources Except Property Taxes	0	0	34,550
Name of	Actual Data	Adopted Budget	Approved Budget
Fund PARKS RESERVE FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	C
2. Total Materials and Services	0	0	
3. Total Capital Outlay	0	0	C
4. Total Debt Service	0	0	C
5. Total Transfers	0	0	C
6. Total Contingencies		0	C
7. Total Special Payments	0	0	C
8. Total Unappropriated / Reserved for Future Expenditure	0	0	6,000
9. Total Requirements (add lines 1 - 8)	0	0	6,000
10. Total Resources Except Property Taxes	0	0	6,000
Name of NON-INSURED LOSSES, VEHICLE	Actual Data	Adopted Budget	Approved Budget
Fund DAMAGE UNEMPLOYMENT RES FUND	Prior Yr 2009-10_	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	C
Total Materials and Services	2,945	16,000	14,500
3. Total Capital Outlay	0	0	(
4. Total Debt Service	0	0	(
5. Total Transfers	0	0	C
6. Total Contingencies		0	C
7. Total Special Payments	0	0	C
8. Total Unappropriated / Reserved for Future Expenditure	59,291	20,700	61,956
9. Total Requirements (add lines 1 - 8)	62,236	36,700	76,456
10. Total Resources Except Property Taxes	62,236	36,700	76,456
Name of	Actual Data	Adopted Budget	Approved Budget
Fund GENERAL FUND RESERVE FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	(Car 10ai 2011 12
Total Materials and Services      Total Materials and Services	0	0	<u> </u>
	0	0	
Total Capital Outlay      Total Debt Service	0	0	(
5. Total Transfers	0	0	
Total Contingencies      Total Contingencies	333333333333333333333333333333333333333	0	
7. Total Special Payments	0	0	<u> </u>
/ LUIAL ADELIAL FAVILLEUIS	ı U	U	
•	٥	0	6 500
8. Total Unappropriated / Reserved for Future Expenditure  9. Total Requirements (add lines 1 - 8)	0	0 <b>0</b>	6,500 <b>6,50</b> 0

# FUNDS NOT REQUIRING A PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page. Total Requirements (line 9) must equal Total Resources (line 10)

	1 1		· · · · · · · · · · · · · · · · · · ·
Name of	Actual Data	Adopted Budget	Approved Budget
WATER RESERVE FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	0
2. Total Materials and Services	0	0	0
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	67,500	120,000
6. Total Contingencies		0	0
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	327,437	315,750	212,586
9. Total Requirements (add lines 1 - 8)	327,437	383,250	332,586
10. Total Resources Except Property Taxes	327,437	383,250	332,586
Name of	Actual Data	Adopted Budget	Approved Budget
Fund WATER DEPOSIT RESERVE FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
1. Total Personal Services	0	0	0
Total Materials and Services	0	0	0
Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies		0	0
7. Total Special Payments	0	0	12,000
8. Total Unappropriated / Reserved for Future Expenditure	0	0	99,613
9. Total Requirements (add lines 1 - 8)	0	0	111,613
10. Total Resources Except Property Taxes	0	0	111,613
Name of	Actual Data	Adopted Budget	Approved Budget
Fund SEWER RESERVE FUND	Prior Yr 2009-10_	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	0	0	0
2. Total Materials and Services	280	0	0
3. Total Capital Outlay	1,248,756	4,836,432	0
4. Total Debt Service	28,028	400,000	50,000
5. Total Transfers	0	38,088	969,730
6. Total Contingencies		350,512	0
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure	1,569,123	1,448,312	1,276,070
9. Total Requirements (add lines 1 - 8)	2,846,187	7,073,344	2,295,800
10. Total Resources Except Property Taxes	2,846,187	7,073,344	2,295,800

# FUNDS REQUIRING A PROPERTY TAX TO BE LEVIED

Publish ONLY completed portion of this page.

Name of	Actual Data	Adopted Budget	Approved Budget
Fund GENERAL FUND	Prior Yr 2009-10	Current Yr 2010-11	Next Year 2011-12
Total Personal Services	519,563	721,909	801,780
2. Total Materials and Services	242,509	323,830	425,256
3. Total Capital Outlay	30,123	30,000	15,000
4. Total Debt Service	0	0	0
5. Total Transfers	162,200	30,000	19,500
6. Total Contingencies		54,000	54,000
7. Total Special Payments	0	0	0
8. Total Unappropriated/Reserved for Future Expenditure	503,405	232,137	235,000
9. Total Requirements (add lines 1 - 8)	1,457,800	1,391,876	1,550,536
10. Total Resources Except Property Taxes	947,354	919,842	1,070,536
11. Property Taxes Estimated to Be Received	472,088	472,034	480,000
12. Total Resources (add lines 10 and 11)	1,419,442	1,391,876	1,550,536
13. Property Taxes Estimated to be Received (line 11)		472,034	480,000
14. Estimated Property Taxes Not to be Received			
A. Loss Due to Constitutional Limit		0	0
B. Discounts, Other Uncollected Amounts		33,783	35,031
15. Total Tax Levied (add lines 13 and 14 A & B)		505,817	515,031
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit \$2.336)		2.336	2.336
17. Local Option Taxes		0	0
18. Levy for Bonded Debt or Obligations		0	0

Name of Fund FIRE TRUCK RESERVE FUND	Actual Data Prior Yr 2009-10	Adopted Budget Current Yr 2010-11	Approved Budget Next Year 2011-12
Total Personal Services	0	0	0
2. Total Materials and Services	0	0	0
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers	0	0	0
6. Total Contingencies		0	0
7. Total Special Payments	0	0	0
8. Total Unappropriated/Reserved for Future Expenditure	222,656	390,900	420,720
9. Total Requirements (add lines 1 - 8)	222,656	390,900	420,720
10. Total Resources Except Property Taxes	182,339	354,400	383,020
11. Property Taxes Estimated to Be Received	40,317	36,500	37,700
12. Total Resources (add lines 10 and 11)	222,656	390,900	420,720
13. Property Taxes Estimated to be Received (line 11)		36,500	37,700
14. Estimated Property Taxes Not to be Received			
A. Loss Due to Constitutional Limit		0	0
B. Discounts, Other Uncollected Amounts		3,500	2,300
15. Total Tax Levied(add lines 13 and 14 A & B)		40,000	40,000
		Rate or Amount	Rate or Amount
16. Permanent Rate Limit Levy (rate limit \$40,000)		0	0
17. Local Option Taxes		40000	40000
18. Levy for Bonded Debt or Obligations		0	0

# SUMMARY OF ORGANIZATION UNIT / PROGRAM BY FUND

Publish ONLY completed portion of this page.

NAME	OF	FIIND	<b>GENERAL</b>	FIIND
INAIVIE	UE	FUND	GENERAL	. FUND

Name of Unit / Program / Department	Actual Data	Adopted Budget	Approved Budget
CITY COUNCIL	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12
Total Personal Services	0	0	0
2. Total Materials and Services	0	17,980	16,160
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers			
6. Total Contingencies			
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements	0	17,980	16,160

Name of Unit / Program / Department	Actual Data	Adopted Budget	Approved Budget
CITY MANAGEMENT	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12
Total Personal Services	124,379	195,975	239,000
Total Materials and Services	78,574	81,700	74,860
3. Total Capital Outlay	0	0	0
4. Total Debt Service	0	0	0
5. Total Transfers			
6. Total Contingencies			
7. Total Special Payments	0	0	0
8. Total Unappropriated / Reserved for Future Expenditure			
9. Total Requirements	202,953	277,675	313,860

Name of Unit / Program / Department	Actual Data	Adopted Budget	Approved Budget	
MUNICIPAL COURT	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12	
1. Total Personal Services	0	12,280	21,420	
2. Total Materials and Services	1,273	3,350	8,500	
3. Total Capital Outlay	0	0	0	
4. Total Debt Service	0	0	0	
5. Total Transfers				
6. Total Contingencies				
7. Total Special Payments	0	0	0	
8. Total Unappropriated / Reserved for Future Expenditure.				
9. Total Requirements	1,273	15,630	29,920	

Name of Unit / Program / Department	Actual Data	Adopted Budget	Approved Budget	
POLICE DEPARTMENT	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12	
Total Personal Services	370,072	479,339	511,400	
2. Total Materials and Services	52,760	61,150	62,983	
3. Total Capital Outlay	30,123	0	0	
4. Total Debt Service	0	0	0	
5. Total Transfers	23,200			
6. Total Contingencies				
7. Total Special Payments	0	0	0	
8. Total Unappropriated / Reserved for Future Expenditure.				
9. Total Requirements	476,155	540,489	574,383	

Nondepartmental	Actual Data	Adopted Budget	Approved Budget	
	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12	
Total Personal Services	0	0	0	
2. Total Materials and Services	34,244	67,700	174,643	
3. Total Capital Outlay	0	15,000	0	
4. Total Debt Service	0	0	0	
5. Total Transfers	135,200	30,000	19,500	
6. Total Contingencies		54,000	54,000	
7. Total Special Payments	0	0	0	
8. Total Unappropriated / Reserved for Future Expenditure.	503,405	232,137	235,000	
9. Total Requirements	672,849	398,837	483,143	

504-073-LB-4 (Rev 12/10)

# SUMMARY OF ORGANIZATION UNIT / PROGRAM BY FUND

Publish ONLY completed portion of this page.

#### NAME OF FUND GENERAL FUND

Name of Unit / Program / Department	Actual Data	Adopted Budget	Approved Budget	
FIRE DEPARTMENT	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12	
Total Personal Services	22,686	26,750	27,000	
2. Total Materials and Services	51,212	60,750	52,350	
3. Total Capital Outlay	0	0	0	
4. Total Debt Service	0	0	0	
5. Total Transfers	3,200			
6. Total Contingencies				
7. Total Special Payments	0	0	0	
8. Total Unappropriated / Reserved for Future Expenditure				
9. Total Requirements	77,098	87,500	79,350	

Name of Unit / Program / Department	Actual Data	Adopted Budget	Approved Budget	
PARKS AND RECREATION DEPARTMENT	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12	
Total Personal Services	2,426	3,525	2,960	
2. Total Materials and Services	24,446	30,700	35,260	
3. Total Capital Outlay	0	15,000	15,000	
4. Total Debt Service	0	0	0	
5. Total Transfers	600			
6. Total Contingencies				
7. Total Special Payments	0	0	0	
8. Total Unappropriated / Reserved for Future Expenditure				
9. Total Requirements	27,472	49,225	53,220	

Name of Unit / Program / Department	Actual Data	Adopted Budget	Approved Budget	
EMERGENCY MANAGEMENT	Prior Year 2009-10	Current Year 2010-11	Next Year 2011-12	
Total Personal Services	0	4,040	0	
2. Total Materials and Services	0	500	500	
3. Total Capital Outlay	0	0	0	
4. Total Debt Service	0	0	0	
5. Total Transfers				
6. Total Contingencies				
7. Total Special Payments	0	0	0	
8. Total Unappropriated / Reserved for Future Expenditure.				
9. Total Requirements	0	4,540	500	

504-073-LB-4 (Rev 12/10)

#### LB FORM 50 CERTIFICATION AND INTENT TO IMPOSE A TAX

#### ORDINANCE ELECTING TO RECEIVE STATE SHARED REVENUE

# General Fund

#### City of Gold Beach GENERAL FUND REVENUES

Fiscal Year 2011-2012

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 FISCAL BUDGET	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
	71010712	71010/12			7.1110125	7,501 125
PROPERTY TAXES	400 700	454.000	100.004	400,000	400.000	
PROPERTY TAXES CURRENT	433,722	451,630	462,034	463,000	463,000	
PROPERTY TAXES DELINQUENT	12,621	20,458	10,000	17,000	17,000	
TOTAL PROPERTY TAXES	446,343	472,088	472,034	480,000	480,000	0
FRANCHISE FEES						
TELEPHONE	17,439	20,808	20,500	20,500	20,500	
TELEVISION	19,997	20,460	19,600	19,600	19,600	
SOLID WASTE (cash)	17,590	15,900	14,500	14,500	14,500	
SOLID WASTE (services, no cash)	0	0	0	0	0	
STREET LIGHTING	19,008	19,588	20,400	19,588	19,588	
TOTAL FRANCHISE FEES	74,034	76,756	75,000	74,188	74,188	0
FEES, PERMITS AND CONTRACTS						
TRANSIENT ROOM TAX	75,893	69,782	60,030	58,229	58,229	
LIQUOR LICENSE FEES	1,565	1,505	1,480	1,200	1,200	
SOCIAL GAMES FEES	450	600	270	300	300	
BUSINESS LICENSE FEES	37,366	36,202	32,400	31,400	31,400	
SIGN PERMITS	784	459	375	200	200	
PLANNING FEES	0	0	3,500	5,000	5,000	
FIRE SERVICES CONTRACT	77,000	77,000	77,000	77,000	77,000	
TOTAL FEES, PERMITS AND CONTRACTS	193,058	185,548	175,055	173,329	173,329	0
INTERGOVERNMENTAL						
TSS SB GRANT	1,040	0	0	0	0	
CIGARETTE TAX	3,673	3,144	2,814	2,610	2,610	
LIQUOR TAX	27,460	24,214	29,400	21,492	21,492	
911 DISPATCH (pass-through to CO)	12,173	11,048	10,479	0	0	
TSS DUII GRANT	1,680	0	0	0	0	
DOJ SAFETY VEST GRANT	0	2,803	0	700	700	
DLCD GRANT	0	0	5,000	5,000	5,000	
TOTAL INTERGOVERNMENTAL	46,026	41,209	47,693	29,802	29,802	0
FINES AND FORFEITURES						
MUNICIPAL COURT FINES	16,269	35,529	30,000	40,000	40,000	
COUNTY CIRCUIT COURT FINES	2,491	1,560	2,000	1,500	1,500	
TOTAL FINES AND FORFEITURES	18,759	37,089	32,000	41,500	41,500	0
DONATIONS AND EARNED INTEREST						
PD DONATIONS	0	396	0	200	200	
INTEREST EARNED	10,487	1,028	4,000	4,644	4,644	
MISCELLANEOUS REVENUE	7,038	0	3,000	0	0	
TOTAL DONATIONS AND EARNED						
INTEREST	17,525	1,424	7,000	4,844	4,844	0

#### City of Gold Beach GENERAL FUND REVENUES

Fiscal Year 2011-2012

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	FISCAL BUDGET	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
TRANSFERS IN						
REVENUE SHARE TRANSFER IN	29,000	15,000	15,000	0	0	
TRANS IN BUILDING RES FUND	0	0	0	15,000	15,000	
TRANS IN STREETS INDIRECT	0	0	12,526	18,287	18,287	
TRANS IN I & I FUND INDIRECT	0	0	2,137	13,391	13,391	
TRANS IN WWTP INDIRECT	0	0	38,088	0	0	
TRANS IN HWY 101 INDIRECT	0	0	1,399	0	0	
TRANS IN WATER UTILITY INDIRECT	0	0	42,376	101,669	101,669	
TRANS IN SEWER UTILITY INDIRECT	0	0	53,568	100,926	100,926	
TOTAL TRANSFERS IN	29,000	15,000	165,094	249,273	249,273	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	564,456	590,328	418,000	495,000	495,000	
TOTAL BEGINNING FUND BALANCE	564,456	590,328	418,000	495,000	495,000	0
TOTAL GENERAL FUND REVENUE	1,389,199	1,419,442	1,391,876	1,547,936	1,547,936	0

### City of Gold Beach GENERAL FUND NON-DEPARTMENTAL Fiscal Year 2011-2012

DEPARTMENT: NON-DEPARTMENTAL

FUND: GENERAL

### Program Description/Mission

This program authorizes a variety of expenses not applicable to any specific program or fund.

Instead of specifically allocating a portion of these expenses to each department and fund "administrative costs" (also known as "indirect costs" and "overhead costs") are aggregated into a "Non-departmental" appropriation in the General Fund. Aggregating these expenses improves clarity and transparency in the budget, enabling readers to more easily identify actual expenses for these services. Since these expenses cannot be easily applied to any specific program or fund and are general to city operations, they should be reflected as a General Fund expense.

### **Budget Comments**

<u>Audit Services:</u> The City contracts audit services with Boldt, Carlile and Smith, LLC. Costs for the annual audit will increase by \$6,500. The City also may have to pay for Single Audit as required by Federal law for any year in which more than \$500,000 in federal expenses are incurred.

<u>Legal Services</u>: Several unexpected legal matters resulted in higher than expected legal fees in FY 2010-11. Funding for legal services is increased to account for unanticipated expenses.

Insurance and Bonding: expenses from all funds now are consolidated into non-departmental.

<u>Dues & Memberships:</u> pays for dues and membership fees to the League of Oregon Cities (LOC), the Local Government Personnel Institute (LGPI), and the International City/County Manager Association (ICMA).

<u>Custodial Services City Hall:</u> custodial services for administration, fire, and police services now are consolidated into one line item. In previous years, custodial expenses were distributed to departments located in City Hall.

<u>Solid Waste Services City Hall:</u> solid waste services for administration, fire, and police services now are consolidated into one line item. In previous years, custodial expenses were distributed to departments located in City Hall.

Bank Fees: identifies bank fees charged to the City for operations.

<u>Dispatch Services</u>: From this year forward, the City will begin paying for dispatch services. Curry County has agreed to charge the City \$35,000 per year for the next two years for these services until long-term solution to the provision of dispatch services can be identified.

<u>Electricity to City Hall:</u> consolidates electricity expenses for administration, fire and police services into one line item. In previous years, electricity expenses were distributed to departments located in City Hall.

<u>GIS Fees:</u> Includes funds to pay Curry County for the City's contribution to the Curry County enterprise GIS Program, which give City employees access to GIS software and services.

### City of Gold Beach GENERAL FUND NON-DEPARTMENTAL Fiscal Year 2011-2012

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
MATERIALS AND SERVICES						
AUDIT SERVICES	0	3,864	30,000	25,000	25,000	
LEGAL SERVICES	0	9,971	25,000	30,000	30,000	
INSURANCE/BONDING	0	703	0	49,243	49,243	
DUES & MEMBERSHIPS	0	4,835	2,500	3,000	3,000	
MUNICIPAL CODE SERVICES	0	6,421	3,000	1,000	1,000	
CUSTODIAL SERVICES CITY HALL	0	6,334	0	7,500	7,500	
SOLID WASTE SERVICES CITY HALL	0	726	0	2,400	2,400	
BANK FEES	0	0	0	2,400	2,400	
DISPATCH SERVICES	0	0	0	35,000	35,000	
ELECTRICITY TO CITY HALL	0	1,390	0	6,000	6,000	
ACCOUNTING SOFTWARE LICENSE	0	0	0	5,900	5,900	
GIS FEES	0	0	7,200	7,200	7,200	
TOTAL MATERIALS AND SERVICES	0	34,244	67,700	174,643	174,643	0
CAPITAL OUTLAY						
FUND ACCOUNTING SOFTWARE	0	0	15,000	0	0	
TOTAL CAPITAL OUTLAY	0	0	15,000	0	0	0
CONTINGENCY & RESERVES						
CONTINGENCY	0	0	54,000	60,000	54,000	
TOTAL CONTINGENCY	0	0	54,000	60,000	54,000	0
TRANSFERS OUT						
TRANSFER TO BUILDING RES FUND	3,200	3,200	23,000	0	0	
TRANSFER TO PARKS RES FUND	0	0	0	0	6,000	
TRANSFER TO WWTP (prev sewer res)	146,506	100,000	0	0	0	
TRANSFER TO WATER RES FUND	20,000	30,000	0	0	0	
TRANSFER TO GENERAL FUND RES	0	0	0	6,500	6,500	
TRANSFER TO UNINSURED FUND	2,000	2,000	7,000	7,000	7,000	
TOTAL TRANSFERS OUT	171,706	135,200	30,000	13,500	19,500	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	498,110	503,405	232,137	235,000	235,000	
TOTAL UNAPP ENDING FUND BAL	498,110	503,405	232,137	235,000	235,000	0
TOTAL NON-DEPARTMENTAL	669,816	672,849	398,837	483,143	483,143	0

### City of Gold Beach GENERAL FUND CITY COUNCIL Fiscal Year 2011-2012

DEPARTMENT: CITY COUNCIL FUND: GENERAL

### **Program Description/Mission**

The City of Gold Beach's governing body is comprised of a Mayor and five Council members. The Mayor is elected at-large for a four-year term. Council members also are elected at-large for staggered four-year terms. The Mayor receives a stipend of \$100 per month. Each Council member receives a stipend of \$95 per month. The City Council is the official policy-making body for the City of Gold Beach.

### **Budget Comments**

Mayor Stipend: stipend for the Mayor kept the same as the previous year.

Council Stipends: stipends for Council kept the same as the previous year.

<u>Mayor Travel:</u> funds Mayor travel expenses. This amount was increased to account for increases in travel expenses.

<u>Council Travel:</u> funds travel expenses for City Council members. This amount was increased to account for increases in travel expenses.

Council Office Supplies: pays for office supplies for Mayor and Council functions

<u>Dues & Memberships</u>: pays dues for organizational memberships

<u>Miscellaneous</u>: miscellaneous expense line items will no longer be used at the recommendation of the city auditors.

### City of Gold Beach GENERAL FUND CITY COUNCIL Fiscal Year 2011-2012

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
MATERIALS AND SERVICES						
MAYOR STIPEND	0	0	1,200	1,200	1,200	
COUNCIL STIPENDS	0	0	5,700	5,700	5,700	
WORKERS COMPENSATION	0	0	30	40	40	
MAYOR TRAVEL	0	0	1,125	1,200	1,200	
COUNCIL TRAVEL	0	0	5,625	6,000	6,000	
COUNCIL OFFICE SUPPLIES	0	0	4,000	1,800	1,800	
DUES & MEMBERSHIPS	0	0	200	220	220	
MISCELLANEOUS EXPENSES	0	0	100	0	0	
TOTAL MATERIALS AND SERVICES	0	0	17,980	16,160	16,160	0
TOTAL CITY COUNCIL	0	0	17,980	16,160	16,160	0

### City of Gold Beach GENERAL FUND

### **CITY MANAGEMENT**

Fiscal Year 2011-2012

DEPARTMENT: CITY MANAGEMENT STAFF LEVEL 2011: 2.73 FTE FUND: STAFF LEVEL 2012: 3.21 FTE

### **Program Description/Mission**

Management and administration of general city functions is provided through City Management.

### Personnel

	<u>2011</u>	<u>2012</u>	$\underline{\text{FTE}}$
Title	<u>FTE</u>	$\overline{\text{FTE}}$	<u>Change</u>
City Administrator	1.00	1.00	0.00
Administrative Services Director	.50	1.00	0.50
AP Clerk	1.00	1.00	0.00
Administrative Assistant	0.00	.14	.14
Office Support Specialist	0.00	0.07	0.07
IT Specialist	0.23	0.00	(0.23)

### **Budget Comments**

This is the first year of implementing a new salary schedule for staff. Salary adjustments reflect implementation of the new schedule. No COLAs, merit raises or other salary adjustments are included. Positions in the administrative office also have been reorganized and renamed to more accurately reflect job responsibilities.

<u>Administrative Services Director:</u> This position was previously divided three accounts (.50 FTE to General; .25 FTE to Water Utility; .25 FTE to Sewer Utility). It is now reflected in entirety in the General Fund.

<u>AP Clerk:</u> This position was previously identified as the Office Support Specialist II. It was renamed to Accounts Payable Clerk to more accurately reflect job responsibilities.

<u>Administrative Assistant:</u> Administrative Assistant position was previously identified as the Utility Clerk (found in the Water Utility and Sewer Utility funds). The Utility Clerk position was reorganized into the Administrative Assistant to reflect planning and general administrative support services that were added to the job responsibilities. .14 FTE is responsible to assist with planning activities, which is paid for through a grant from the DLCD.

Office Support Specialist: The Office Support Specialist was identified as the Part-Time Floater position in earlier budget documents. This position will provide general office assistance as well as be tasked with copying city documents into electronic format for off-site retention. This position works 3 days per week

<u>IT Specialist</u>: This position was never filled. IT services (including software and hardware support and website maintenance) will be provided through contract services.

<u>Medical Insurance</u> also includes dental insurance. These costs are expected to increase 4.5% for medical insurance and 6.75% for dental insurance.

<u>Buildings & Grounds:</u> funding is being added to this line item for replacement of the City Hall sign (for aesthetic and public safety reasons), minor landscaping in front and the south side of City Hall and for mold abatement in PD offices. Funding to cover these costs is being transferred from the Building Reserve Fund.

### City of Gold Beach GENERAL FUND CITY MANAGEMENT Fiscal Year 2011-2012

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
PERSONNEL SERVICES						
CITY ADMINISTRATOR	23,014	48,639	65,000	65,000	65,000	
ADMINISTRATIVE SERVICES DIRECTOR	0	0	21,120	47,400	47,400	
OFFICE SUPPORT SPECIALIST/AP CLERK	26,620	26,378	29,500	29,000	29,000	
ADMINISTRATIVE ASSISTANT	0	0	0	0	0	
OFFICE SUPPORT SPECIALIST	0	0	0	13,000	13,000	
IT SPECIALIST	0	0	12,000	0	0	
PART-TIME FLOATER	1,649	4,004	0	0	0	
OVERTIME	0	0	500	500	500	
OTHER SALARY ADJUSTMENT	0	0	200	0	0	
MUNI COURT CLERK	2,340	5,477	0	0	0	
MUNI COURT JUDGE	700	2,650	0	0	0	
SOCIAL SECURITY	4,034	1,190	9,700	12,500	12,500	
RETIREMENT	9,928	14,362	14,000	18,500	18,500	
PERS UAL COSTS	0	0	9,200	11,300	11,300	
WORKERS COMPENSATION	84	132	500	500	500	
MEDICAL INSURANCE	9,902	21,424	33,955	36,000	36,000	
LIFE & L.T.D. INSURANCE	133	123	300	300	300	
TOTAL PERSONNEL	78,403	124,379	195,975	234,000	234,000	0
MATERIALS AND SERVICES						
MAYOR COMPENSATION	1,200	1,200	0	0	0	
MAYOR TRAVEL	1,618	1,076	0	0	0	
AUDIT	1,880	3,864	0	0	0	
ATTORNEY	4,391	9,971	0	0	0	
ELECTRICITY	1,749	1,390	4,000	0	0	
INSURANCE/BONDS	3,007	703	800	0	0	
COMMUNICATIONS	2,991	2,658	3,000	3,000	3,000	
DUES/SUBS/PRINTING/POSTAGE	2,273	4,835	1,500	6,360	6,360	
TRAVEL, TRAINING & MEETINGS	835	3,489	4,000	5,000	5,000	
BUILDINGS & GROUNDS	715	1,533	1,500	7,500	7,500	
EQUIPMENT O & M	1,516	2,115	12,500	3,300	3,300	
SUPPLIES/CUSTODIAL	5,906	6,334	7,000	5,500	5,500	
TOWING FEES	0	350	500	500	500	
CONTRACT SERVICES	7,724	6,421	5,000	18,000	18,000	
911 DISPATCH (pass-through to CO)	12,173	11,048	16,000	0	0	
MISCELLANEOUS EXPENSES	57	0	500	0	0	
STREET LIGHTING (franchise)	19,008	19,588	20,400	22,200	22,200	
SOLID WASTE SERVICES	543	726	1,500	0	0	
PLANNING EXPENSES	0	0	3,500	3,500	3,500	
MUNI COURT EXPENSES	340	1,273	0	0	0	
TOTAL MATERIALS AND SERVICES	67,926	78,574	81,700	74,860	74,860	

### City of Gold Beach GENERAL FUND CITY MANAGEMENT Fiscal Year 2011-2012

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
CAPITAL OUTLAY						
CAPITAL - REPLACEMENT EQUIP	2,493	0	0	0	0	
TOTAL CAPITAL OUTLAY	2,493	0	0	0	0	0
TOTAL CITY MANAGEMENT	148,823	202,953	277,675	308,860	308,860	0

### City of Gold Beach GENERAL FUND MUNICIPAL COURT Fiscal Year 2011-2012

DEPARTMENT: MUNICIPAL COURT STAFF LEVEL 2011: 0.42 FTE FUND: GENERAL STAFF LEVEL 2012: 0.53 FTE

### **Program Description/Mission**

The Gold Beach Municipal Court is the tribunal exercising power for the enforcement of City of Gold Beach municipal codes and ordinances and for enforcing local traffic violations. The municipal court functions are defined in Chapter 1 (Administration Code), section 1.300 of the City of Gold Beach Municipal Code. In general, this department hears cases, issues warrants, processes tickets, prepares the court docket, issues fines, handles collections, and prepares reports.

### Personnel

	<u>2011</u>	2012	$\overline{\text{FTE}}$
Title	$\underline{\text{FTE}}$	<u>FTE</u>	<u>Change</u>
Municipal Court Judge	0.07	0.07	0.00
Municipal Court Clerk	0.26	0.37	0.11
Municipal Court Bailiff	0.09	0.09	0.00

### **Budget Comments**

<u>Muni Court Judge</u>: compensation for the Municipal Court Judge at \$45/hr for 12.5 hrs/month. <u>Muni Court Clerk</u>: compensation for the Municipal Court Clerk at \$14.36/hr for 64 hrs/month.

<u>Bailiff:</u> the position was not filed last year. Due to increase in court activity, it will be filled this fiscal year. The Municipal Court Bailiff at \$9/hr for 16 hrs/month.

Muni Court Expenses: The line item Muni Court Expenses is no longer be used.

<u>Uniforms</u>: two uniforms will be purchased for the court bailiff

Equipment O & M: Funding to purchase a Taser for the bailiff to provide court security

<u>Travel, Training & Meetings:</u> covers costs for the Judge and Judge Pro-tem to participate in the annual municipal judges conference and attend 3 other conferences/workshops.

<u>Contract Services</u>: covers costs for contract services including costs for collection agency services to collect delinquent court fines. Collection rates are charged at 15% of the principal owing if less than \$10,000 and interest on a trust account for collections greater than \$10,000. Costs also include those for paying Sheriff deputy time to transport defendants to and from court

Contempt Enforcement: pays for jail fees @ \$91/day for contempt of court.

### City of Gold Beach GENERAL FUND MUNICIPAL COURT Fiscal Year 2011-2012

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
PERSONNEL SERVICES						
MUNI COURT JUDGE	0	0	3,000	6,800	6,800	
MUNI COURT CLERK	0	0	6,480	11,200	11,200	
MUNI COURT BAILIFF	0	0	1,800	1,800	1,800	
SOCIAL SECURITY	0	0	900	1,500	1,500	
RETIREMENT	0	0	0	0	0	
WORKERS COMP	0	0	50	60	60	
MEDICAL INSURANCE	0	0	0	0	0	
LIFE & L.T.D. INSURANCE	0	0	50	60	60	
TOTAL PERSONNEL SERVICES	0	0	12,280	21,420	21,420	0
MATERIALS AND SERVICES						
MUNI COURT EXPENSES	0	1,273	0	0	0	
OFFICE SUPPLIES	0	0	200	1,260	1,260	
UNIFORMS	0	0	0	250	250	
BANK FEES	0	0	0	540	540	
EQUIPMENT O & M	0	0	0	550	550	
TRAVEL, TRAINING & MEETINGS	0	0	2,000	4,000	4,000	
DUES/SUBS/PRINTING/POSTAGE	0	0	220	1,000	1,000	
MISCELLANEOUS EXPENSES	0	0	30	0	0	
CONTRACT SERVICES	0	0	600	600	600	
CONTEMPT ENFORCEMENT	0	0	300	300	300	
TOTAL MATERIALS AND SERVICES	0	1,273	3,350	8,500	8,500	0
TOTAL MUNICIPAL COURT	0	1,273	15,630	29,920	29,920	0

### City of Gold Beach GENERAL FUND POLICE DEPARTMENT Fiscal Year 2011-2012

DEPARTMENT: POLICE DEPARTMENT STAFF LEVEL 2011: 7.00 FTE FUND: STAFF LEVEL 2012: 7.00 FTE

### **Program Description/Mission**

The primary function of the Gold Beach Police Department is to provide basic law enforcement to provide for public safety through calls for services and pro-active policing activities.

Members of the Gold Beach Police Department are dedicated to providing the highest quality police services to enhance community safety, protect life and property, and reduce crime and the fear of crime. To do this, department staff will develop a partnership with the community, lead a community commitment to resolve problems, and improve the safety and quality of life in Gold Beach.

### Personnel

	<u>2011</u>	<u>2012</u>	$\underline{\text{FTE}}$
Title	$\underline{FTE}$	$\overline{\text{FTE}}$	<u>Change</u>
Police Chief	1.00	1.00	0.00
Sergeant	1.00	1.00	0.00
Corporal	0.00	1.00	1.00
Patrol Officers	4.00	3.00	(1.00)
Office Manager	1.00	1.00	0.00

### **Budget Comments**

<u>OT:</u> Funding for overtime is increase to compensate for increased officer time in court resulting from increased drug-offense related arrests.

<u>Medical Insurance</u>: Medical insurance also includes dental insurance. These costs are expected to increase 4.5% for medical insurance and 6.75% for dental insurance.

<u>Custodial Services, Insurance/Bonds, Electricity</u> have been moved to Non-departmental to reflect a general City Hall expense.

<u>Travel, Training & Meetings:</u> Travel and training funding is increased to account for increases in registration fees and travel expenses and needed training for newer officers and possible DPSST certification for the new chief.

<u>Fuel</u>: To better monitor expenses related to vehicle operations, fuel expenses will be tracked as a separate line item.

<u>Equipment O & M</u>: Fuel has been separated into a separate line item to better track expense related to vehicle operations. With no planned vehicle purchases, funding for maintenance on police vehicles has been increased.

<u>Uniforms:</u> Uniform costs have increased and older uniforms will need replaced. Body armor for two officers will need to be replaced. The City will request grant assistance from the US Department of Justice.

<u>Contract Services:</u> funding is increased to pay for information systems tech. support for the Justice system. Costs to pay County IT staff to maintain this system are expected to increase from previous years.

<u>Investigations</u>: funding for investigations has been increased in anticipation of increased investigative costs associated with increase in drug related arrests.

### City of Gold Beach GENERAL FUND POLICE DEPARTMENT Fiscal Year 2011-2012

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
PERSONNEL SERVICES						
POLICE CHIEF (301)	36,930	46,937	55,500	63,600	63,600	
SERGEANT (302)	47,121	48,479	49,500	50,600	50,600	
CORPORAL (305)	34,678	35,800	36,500	40,000	40,000	
SR PATROL OFFICER (303)	37,715	38,931	40,000	42,000	42,000	
PATROL OFFICER (307)	0	0	37,000	38,500	38,500	
PATROL OFFICER (309)	0	21,134	37,000	38,500	38,500	
OFFICE MANAGER	22,176	28,632	31,680	34,000	34,000	
RESERVE POLICE OFFICER	9,394	1,530	0	0	0	
TSS SB & DUII GRANT OT	2,919	880	0	0	0	
ОТ	4,148	7,310	5,500	6,500	6,500	
PART TIME	0	0	350	0	0	
SALARY & BENEFIT ADJUSTMENT	0	0	500	500	500	
SOCIAL SECURITY	14,145	17,036	21,750	23,500	23,500	
RETIREMENT	42,850	44,277	35,000	44,000	44,000	
PERS UAL COSTS	0	0	23,000	25,500	25,500	
WORKERS COMPENSATION	9,835	8,714	13,000	15,450	15,450	
MEDICAL INSURANCE	47,810	69,834	92,559	88,000	88,000	
LIFE & L.T.D. INSURANCE	312	578	500	750	750	
TOTAL PERSONNEL	310,034	370,072	479,339	511,400	511,400	0

### City of Gold Beach GENERAL FUND POLICE DEPARTMENT Fiscal Year 2011-2012

		2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
		FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
MATERIAL	.S AND SERVICES						
	COUNCIL POS 1 COMPENSATION	1,140	1,045	0	0	0	
	COUNCIL POS 1 TRAVEL	0	367	0	0	0	
	AUDIT	1,957	2,064	0	0	0	
	ATTORNEY	6,205	60	0	0	0	
	ELECTRICITY	1,720	1,947	3,000	0	0	
	INSURANCE/BONDS	7,007	2,044	3,000	0	0	
	COMMUNICATIONS	2,450	3,657	3,500	3,663	3,663	
	DUES/SUBS/PRINTING/POSTAGE	2,443	1,250	2,100	2,220	2,220	
	TRAVEL, TRAINING & MEETINGS	702	1,709	6,000	6,500	6,500	
	BUILDINGS & GROUNDS	1,405	974	600	600	600	
	EQUIPMENT O & M	18,135	20,945	19,000	10,800	10,800	
	FUEL	0	0	0	13,500	13,500	
	LEXIPOL POLICY MANUAL FEE	0	0	0	1,500	1,500	
	SUPPLIES/CUSTODIAL	6,221	4,473	7,300	4,500	4,500	
	AMMUNITION	0	0	0	2,400	2,400	
	UNIFORMS AND VESTS	2,430	3,639	5,950	6,200	6,200	
	CONTRACT SERVICES	11,363	4,625	5,500	7,000	7,000	
	INVESTIGATIONS	172	167	500	600	600	
	MISCELLANEOUS EXPENSES	125	237	200	0	0	
	CMI SYSTEM FEES	2,122	2,844	3,300	3,500	3,500	
	SOLID WASTE SERVICES	543	713	1,200	0	0	
	MISCELLANEOUS DONATIONS	2,383	0	0	0	0	
	TOTAL MATERIALS AND SERVICES	68,524	52,760	61,150	62,983	62,983	0
CAPITAL C	DUTLAY						
	POLICE VEHICLE	29,980	27,279	0	0	0	
	PD SERVER	0	2,844	0	0	0	
	TOTAL CAPITAL OUTLAY	29,980	30,123	0	0	0	0
TRANSFER	RS OUT						
	TRANSFER TO BUILDING RES FUND	3,200	3,200	0	0	0	
	TRANSFER TO UNEMP FUND	2,000	20,000	0	0	0	
	TOTAL TRANSFERS OUT	5,200	23,200	0	0	0	0
	TOTAL POLICE DEPARTMENT	413,738	476,155	540,489	574,383	574,383	0

### City of Gold Beach GENERAL FUND FIRE DEPARTMENT Fiscal Year 2011-2012

DEPARTMENT: FIRE DEPARTMENT STAFF LEVEL 2011: 0.12 FTE FUND: GENERAL STAFF LEVEL 2012: 0.12 FTE VOLUNTEERS 2011: 25

### **Program Description/Mission**

The Fire Department provides fire suppression services to structures within the city. It also provides contract fire suppression services to the Gold Beach-Wedderburn Rural Fire District, which is mainly comprised of the urban growth area north and east of the city. The Fire Department personnel also respond to traffic accidents and provide ambulance and lift assists.

Currently, the department is managed by a volunteer Chief and Assistant Chief that receive a monthly stipend for their duties.

### Personnel

	<u> 2011</u>	<u> 2012</u>	$\underline{F1E}$			
Title	$\overline{\text{FTE}}$	<u>FTE</u>	<u>Change</u>			
Fire Chief	0.12	0.12	0.00			
Assistant Fire Chief	0.12	0.12	0.00			
Volunteers: 25 active volunteer firefighters						

### **Budget Comments**

The budget for Fiscal Year 2011-2012 largely remains unchanged from the previous fiscal year.

<u>Custodial Services, Insurance/Bonds, Electricity</u> have been moved to Non-departmental to reflect a general City Hall expense.

<u>Travel, Training & Meetings:</u> funding is increased to accommodate increase in off-site training for volunteers.

<u>Miscellaneous Expenses:</u> No longer using Miscellaneous Expense line items at the request of the City's auditors.

<u>Personal Protective Equip:</u> Funding to replace aging Personal Protective Equipment (PPE) to ensure firefighter safety and remain OSHA compliant.

<u>GBWFPD Approv Fire Expenses:</u> This amount is determined by contract with the Gold Beach-Wedderburn Rural Fire District. A new contract with the District goes into effect July 1, 2011. The amount of this line item is not expected to change.

### City of Gold Beach GENERAL FUND FIRE DEPARTMENT Fiscal Year 2011-2012

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
PERSONNEL SERVICES						
FIRE CHIEF	8,544	8,808	9,100	9,300	9,300	
ASSISTANT FIRE CHIEF	6,264	6,456	6,700	6,900	6,900	
SALARY & BENEFIT ADJUSTMENT	0	0	50	0	0	
SOCIAL SECURITY	1,133	1,168	1,400	1,300	1,300	
WORKERS COMPENSATION	7,379	5,960	8,000	8,000	8,000	
LIFE & L.T.D. INSURANCE	390	294	1,500	1,500	1,500	
TOTAL PERSONNEL	23,710	22,686	26,750	27,000	27,000	0
MATERIALS AND SERVICES						
COUNCIL POS 2 COMPENSATION	808	1,140	0	0	0	
COUNCIL POS 2 TRAVEL	403	348	0	0	0	
AUDIT	1,751	1,564	0	0	0	
ATTORNEY	0	0	0	0	0	
ELECTRICITY	1,863	1,861	2,400	0	0	
INSURANCE/BONDS	12,883	6,952	7,000	0	0	
COMMUNICATIONS	1,000	855	4,500	1,750	1,750	
DUES/SUBS/PRINTING/POSTAGE	492	254	1,000	400	400	
TRAVEL, TRAINING & MEETINGS	0	412	500	1,500	1,500	
BUILDINGS & GROUNDS	128	412	500	500	500	
EQUIPMENT O & M	7,488	7,310	8,000	6,500	5,600	
FUEL	0	0	0	0	900	
SUPPLIES/CUSTODIAL	477	32	500	300	300	
PERSONAL PROTECTIVE EQUIP	0	0	0	5,000	5,000	
SMALL TOOLS & EQUIPMENT	1,978	621	1,750	2,400	2,400	
CONTRACT SERVICES/CODE SERV	3,297	1,980	5,000	5,000	5,000	
FIRE ASSOCIATION	8,805	10,602	12,000	12,000	12,000	
MISCELLANEOUS EXPENSES	0	20	100	0	0	
EMERGENCY SERVICES	79	79	0	0	0	
SOLID WASTE SERVICES	457	713	500	0	0	
GBWFPD APPOV FIRE EXPENSES	13,861	16,057	17,000	17,000	17,000	
TOTAL MATERIALS AND SERVICES	55,769	51,212	60,750	52,350	52,350	0
CAPITAL OUTLAY						
TOTAL CAPITAL OUTLAY	′0	0	0	0	0	0
TRANSFERS OUT						
TRANSFER TO BUILDING RES FUND	3,200	3,200	0	0	0	0
TOTAL TRANSFERS OUT	3,200	3,200	0	0	0	
TOTAL FIRE DEPARTMENT	82,680	77,098	87,500	79,350	79,350	0

### City of Gold Beach GENERAL FUND

## PARKS DEPARTMENT Fiscal Year 2011-2012

DEPARTMENT: PARKS & RECREATION DEPT STAFF LEVEL 2011: 0.07

FTE

FUND: GENERAL STAFF LEVEL 2012: 0.07 FTE

### **Program Description/Mission**

This fund provides for operations and maintenance of Buffington Park and Pocket Park. South Beach Park is maintained by the Visitor Center through the Community Promotion Fund.

### **Personnel**

	<u>2011</u>	<u>2012</u>	<u>F1E</u>
Title	<u>FTE</u>	<u>FTE</u>	<u>Change</u>
Park Host	0.07	0.07	0.00

### **Budget Comments**

<u>Electricity</u>: An 8% increase is estimated for electricity costs for parks operations.

<u>Buildings & Grounds</u>: Buildings and grounds maintenance includes additional expenses for purchase and planting new trees and other vegetation in Buffington and Pocket Parks and repainting Kid Castle, the park host trailer, and both park restrooms at Buffington Park.

<u>Resurface Tennis Courts</u>: Originally budgeted the previous fiscal year, tennis court resurfacing was delayed until FY 2011-12. Cost includes \$7,000 for specialty paint and \$3,000 for application.

<u>Woodchip Resurface</u>: Funding for resurfacing play areas with woodchip and an asphalt overlay for the entrance to the pavilion and east bathroom.

### City of Gold Beach GENERAL FUND PARKS DEPARTMENT Fiscal Year 2011-2012

		2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
PERSONNEL SERVICES	<u>S</u>						
PARK HO	ST	2,137	2,179	2,500	2,600	2,600	
SALARY	& BENEFIT ADJUSTMENT	0	0	25	0	0	
RETIREM	ENT	575	0	650	0	0	
SOCIAL S	SECURITY	164	167	200	200	200	
WORKER	S COMPENSATION	123	80	150	160	160	
	TOTAL PERSONNEL	2,998	2,426	3,525	2,960	2,960	0
MATERIALS AND SERV	<u>ICES</u>						
COUNCIL	POS 4 COMPENSATION	618	1,045	0	0	0	
COUNCIL	POS 4 TRAVEL	0	386	0	0	0	
AUDIT		930	964	0	0	0	
ELECTRIC	CITY	3,323	2,476	3,500	3,780	3,780	
INSURAN	CE/BONDS	2,800	998	1,200	0	0	
DUES/SU	BS/PRINTING/POSTAGE	137	159	250	200	200	
BUILDING	SS & GROUNDS	4,221	2,715	5,000	13,400	13,400	
EQUIPME	NT O & M	377	95	800	800	800	
SUPPLIES	S/CUSTODIAL	263	351	3,000	500	500	
SMALL TO	OOLS & EQUIPMENT	183	157	1,000	500	500	
CONTRA	CT SERVICES/CODE SERV	825	0	200	200	200	
CONTRA	CT SERVICES - POCKET PK	0	260	400	400	400	
CONTRA	CT SERVICES - BUFF PK	10,296	10,500	10,300	10,800	10,800	
SHED & N	MANF HOME	0	0	1,000	0	0	
SOLID W	ASTE SERVICES	4,204	4,340	4,000	4,680	4,680	
MISCELL	ANEOUS EXPENSES	0	0	50	0	0	
T	OTAL MATERIALS AND SERVICES	28,177	24,446	30,700	35,260	35,260	0
CAPITAL OUTLAY							
	RESURFACE TENNIS COURTS	0	0	5,000	10,000	10,000	
R	EMOVAL OF DANGEROUS TREES	0	0	10,000	0	0	
ASPHA	ALT AND WOODCHIP RESURFACE	0	0	0	5,000	5,000	
	TOTAL CAPITAL OUTLAY	0	0	15,000	15,000	15,000	0
TRANSFERS OUT							
TRANSFE	ER TO BUILDING RES FUND	600	600	0	0	0	
	TOTAL TRANSFERS OUT	600	600	0	0	0	0
	TOTAL PARKS AND REC DEPT	31,775	27,472	49,225	53,220	53,220	0

### CITY OF GOLD BEACH

### GENERAL FUND

## EMERGENCY MANAGEMENT SERVICES Fiscal Year 2011-2012

DEPARTMENT: EMERGENCY MGNT SERVICES STAFF LEVEL 2011: 0.09 FTE FUND: STAFF LEVEL 2012: 0.00 FTE

### **Program Description/Mission**

The Emergency Management Services Department is responsible for developing and implementing emergency management operations and procedures and for pre-mitigation and post-recovery planning.

### Personnel

	<u>2011</u>	<u>2012</u>	<u>FTE</u>
Title	<u>FTE</u>	$\overline{\text{FTE}}$	<u>Change</u>
Emergency Management Services Director	0.09	0.00	(0.09)

### **Budget Comments**

The City Administrator, Chief of Police, Fire Chief, and Public Works Superintendent will coordinate with the County Emergency Services Coordinator to provide training and develop emergency and pre-and post mitigation plans for the City.

Supplies will be used to acquire emergency supplies and training

### City of Gold Beach GENERAL FUND EMERGENCY MANAGEMENT SERVICES

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
PERSONNEL SERVICES						
EMERG MGNT SERV COORDINATOR	0	0	3,600	0	0	
SALARY & BENEFIT ADJUSTMENT	0	0	50	0	0	
SOCIAL SECURITY	0	0	300	0	0	
WORKERS COMPENSATION	0	0	40	0	0	
LIFE & L.T.D. INSURANCE	0	0	50	0	0	
TOTAL PERSONNEL	0	0	4,040	0	0	0
MATERIALS AND SERVICES						
SUPPLIES	0	0	200	500	500	
DUES/SUBS/PRINTING/POSTAGE	0	0	100	0	0	
TRAVEL, TRAINING & MEETINGS	0	0	200	0	0	
TOTAL MATERIALS AND SERVICES	0	0	500	500	500	0
TOTAL EMERGENCY MGNT SERVICES	0	0	4,540	500	500	0

# Special Revenue Funds

### Fiscal Year 2011-2012

FUND: STREET TAX FUND STAFF LEVEL 2011: 0.50 STAFF LEVEL 2012: 0.50

### **Program Description/Mission**

The Street Department is responsible for maintenance of city streets. Not all streets in the Gold Beach city limits are the responsibility of the City. Several roads within the City limits are managed either by Curry County or, such in the case of Ellensburg Avenue, the Oregon Department of Transportation. The mission of this department is to provide a safe and efficient transportation system for all City owned right-of-ways.

### **Personnel**

	<u>2010</u>	<u>2011</u>	$\underline{\text{FTE}}$
Title	$\underline{\text{FTE}}$	$\overline{\text{FTE}}$	<u>Change</u>
Public Works Operator/ Lead Worker	0.50	0.50	0.00
(shared with the Water Utility Fund)	0.30	0.30	0.00

### **Budget Comments**

<u>Transfer in from Small City Allotment Fund:</u> The City plans to apply for \$50,000 from the Oregon Special Cities Allotment Program to help pay for sidewalk and street improvements on 3<sup>rd</sup> Street to improve pedestrian and cyclist safety. These funds, if awarded will be received in the Special Small City Allotment Fund and transferred into the Street Tax Fund, along with an additional \$25,000 from the Special Small City Allotment Fund for the project. The City has applied for funding from the Safe Routes to Schools program also to help pay for project costs.

OSHA Required Expenditures: Creation of this line item to accommodate purchased related to safety. Capital Outlay: in addition to the 3<sup>rd</sup> Street improvement project, capital outlay also includes funding for asphalt replacement on 6<sup>th</sup> Street (the City's cost-share in under-grounding utilities along 6<sup>th</sup> Street) and resurfacing the alley behind the Marstall Insurance Building.

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
FEES AND PERMITS						
STREET ADDRESSING FEES	250	100	200	0	0	
TOTAL FEES AND PERMITS	250	100	200	0	0	0
SYSTEM DEV CHARGES						
STREET SDC NON-RESTRICTED	630	632	500	0	0	
STREET SDC RESTRICTED	4,363	4,296	16,500	0	0	
TOTAL SYSTEM DEV CHARGES	4,993	4,928	17,000	0	0	0
INTERGOVERNMENTAL						
STATE GAS TAX APPORTIONMENT	87,938	89,036	105,084	90,000	90,000	
TOTAL INTERGOVERNMENTAL	87,938	89,036	105,084	90,000	90,000	0
INTEREST REVENUE						
INTEREST	3,649	798	650	828	828	
MISCELLANEOUS REVENUE	1,045	144	200	0	0	
TOTAL INTEREST REVENUE	4,694	942	850	828	828	0
TRANSFERS IN						
TRANSFER IN FROM SMALL CITY ALLOT	0	0	0	75,000	75,000	
TOTAL TRANSFERS IN	0	0	0	75,000	75,000	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	222,740	235,247	175,000	248,000	248,000	
TOTAL BEGINNING FUND BALANCE	222,740	235,247	175,000	248,000	248,000	0
TOTAL PERCUIPOER	220.645	220.252	200.424	442.000	440.000	2
TOTAL RESOURCES	320,615	330,253	298,134	413,828	413,828	0

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
EXPENDITURES & REQUIREMENTS						
PERSONNEL SERVICES						
PUBLIC WORKS OPERATOR/ LEAD WORK	18,658	19,220	19,795	20,600	20,600	
OVERTIME	0	180	350	300	300	
SALARY & BENEFIT ADJUSTMENT	0	0	50	0	0	
RETIREMENT	3,961	2,401	2,400	3,100	3,100	
PERS UAL COSTS	0	0	1,600	1,700	1,700	
SOCIAL SECURITY	1,315	1,055	1,514	1,600	1,600	
WORKERS COMPENSATION	2,505	3,644	1,662	1,900	1,900	
MEDICAL INSURANCE	6,998	15,473	8,696	6,000	6,000	
LIFE & L.T.D. INSURANCE	44	42	45	50	50	
TOTAL PERSONNEL	33,481	42,015	36,112	35,250	35,250	0
MATERIALS AND SERVICES						
AUDIT	1,648	1,500	0	0	0	
INSURANCE/BONDS	4,444	761	950	0	0	
DUES/SUBS/PRINTING/POSTAGE	58	79	200	300	300	
OFFICE EQUIPMENT & SUPPLIES	120	14	200	200	200	
OSHA REQUIRED EXPENDITURES	0	0	0	1,000	1,000	
ROCK, OIL, MATERIALS & SERV	1,118	2,847	11,300	10,300	10,300	
EQUIPMENT O & M	7,969	3,323	10,000	10,000	7,600	
FUEL	0	0	0	0	2,400	
SMALL TOOLS & EQUIPMENT	0	266	1,000	1,000	1,000	
STREET SIGNS & FITTINGS	2,273	1,543	2,500	2,500	2,500	
CONTRACT SERVICES	2,804	2,162	2,000	2,000	2,000	
TRAVEL, TRAININGS & MEETINGS	348	0	550	550	550	
STREET LIGHTING & TRAFFIC LGTS	8,052	6,954	8,000	8,000	8,000	
STREET ADDRESSING	0	0	300	300	300	
MISCELLANEOUS EXPENSES	25	25	100	0	0	
TOTAL MATERIALS AND SERVICES	28,859	19,474	37,100	36,150	36,150	0
CAPITAL OUTLAY						
STREET CONSTRUCTION & REPAIR	0	8,585	22,000	9,000	9,000	
BACKHOE PURCHASE	0	24,999	0	0	0	
3RD STREET (LIBRARY) SIDEWALK	0	0	50,000	50,000	50,000	
TOTAL CAPITAL OUTLAY	0	33,584	72,000	59,000	59,000	0
CONTINGENCY & RESERVES						
CONTINGENCY	0	0	60,000	60,000	60,000	
TOTAL CONTINGENCY	0	0	60,000	60,000	60,000	0

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	2000-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL	FISCAL	COUNCIL	CITY ADMIN	BDGT COMM	COUNCIL
	ACTUAL	ACTUAL	ADOPTED	PROPOSED	APPROVED	ADOPTED
TRANSFERS OUT						
TRANS TO SPECIAL CITY ALLOT FD	22,000	22,000	0	0	0	
TRANS TO GENERAL INDIRECT COSTS	0	0	12,526	18,287	18,287	
TOTAL TRANSFERS OUT	22,000	22,000	12,526	18,287	18,287	0
LINIADDDODDIATED ENDING FUND DALANCE	·					
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	236,274	213,180	80,396	205,141	205,141	
TOTAL UNAPP ENDING FUND BAL	236,274	213,180	80,396	205,141	205,141	0
TOTAL EXPENDITURES & REQUIREMENTS	320,615	330,253	298,134	413,828	413,828	0

### City of Gold Beach SPECIAL REVENUE FUND

### COMMUNITY PROMOTION FUND

Fiscal Year 2011-2012

### FUND: COMMUNITY PROMOTION FUND

This fund receives revenue form a local levied transient room tax. By state statute, funding expenditures are restricted to activities that promote the community.

### **Budget Comments**

<u>Direct Marketing/Event Support</u>: This line item will increase slightly to support the following: \$1,500 to each of the following: GB Football Camp; Wine Fest; Wave Bash; Brew and Art Fest; 4<sup>th</sup> of July; and Salmon Derbies. Hospice and Writers Conference events each will receive \$1,000. Glass Balls and Geocaching will receive \$4,000. \$3,000 will be reserved for other events.

<u>Ambient Brochure Distribution</u>: increased funding to support 2 OCVA programs (qualified leads for people seeking info. about the Oregon Coast). This line item also includes Certified and NW Brochure distribution companies.

<u>Trade Shows and Fairs</u>: this is increased to fund additional sportsmen shows (4 = \$8,800) and the cost of give-away items for these shows. Costs for other conferences, shows and fairs (Governors Conference, SOVA Symposium, NTA, SOVA & OCVA Board meetings) are estimated at \$4,500. <a href="Magazines"><u>Magazines</u></a>: This line item will have a slight increase. Magazine ads include GB Visitor Guide, Oregon Coast, Oregon Coast Mile by Mile, Sunset, and various fishing mags.

<u>Professional Services</u>: slight reduction for this year. GB brochure redesign and TV commercial production will be the majority of these expenses.

Radio: slight reduction this year. Radio advertising will be used to support major promotions. Print Media: greatly reduced this year. Plans are to take better advantage of opportunities through regional and state marketing organizations and greater use of remnant ad space opportunities. Outdoor Advertising: greatly reduced this year with purchase of only one billboard (Winchuck). Internet Advertising/Website: greatly reduced. No major changes planed.

Building & Grounds: slight increase to catch up on deferred maintenance items.

### City of Gold Beach SPECIAL REVENUE FUNDS COMMUNITY PROMOTION FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
TRANSIENT ROOM TAX						
TRANSIENT ROOM TAX	254,258	261,684	250,000	245,000	245,000	
TOTAL TRANSIENT ROOM TAX	254,258	261,684	250,000	245,000	245,000	0
INTEREST REVENUE						
INTEREST	4,439	1,088	1,200	696	696	
MISCELLANEOUS REVENUE	386	145	400	0	0	
POSTAGE REIMBURSEMENT	3,302	13	5,000	0	0	
TOTAL INTEREST REV	8,128	1,246	6,600	696	696	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	266,476	281,770	157,000	114,100	114,100	
TOTAL BEGINNING FUND BALANCE	266,476	281,770	157,000	114,100	114,100	0
TOTAL RESOURCES	528,861	544,700	413,600	359,796	359,796	0

### City of Gold Beach SPECIAL REVENUE FUNDS COMMUNITY PROMOTION FUND

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
EXPENDITURES & REQUIREMENTS						
PERSONNEL SERVICES						
EXECUTIVE DIRECTOR	18,577	36,513	45,000	45,000	45,000	
EXECUTIVE ASSISTANT	20,606	20,710	22,000	26,000	26,000	
VISITOR CENTER SALARIES	11,252	15,144	14,000	18,000	18,000	
SALARY & BENEFIT ADJUSTMENT	0	0	50	0	0	
RETIREMENT	4,745	5,333	8,200	9,500	9,500	
PERS UAL COSTS	0	0	5,500	6,300	6,300	
SOCIAL SECURITY	3,863	5,304	6,197	6,200	6,200	
WORKERS COMPENSATION	193	112	194	300	300	
MEDICAL INSURANCE	0	2,823	7,880	12,800	12,800	
LIFE & L.T.D. INSURANCE	52	104	125	170	170	
TOTAL PERSONNEL	59,290	86,043	109,146	124,270	124,270	0
MARKETING AND PROMOTIONAL EXPENSES						
DIRECT MARKETING	0	19,793	17,000	19,500	19,500	
PRINTED MATERIALS	14,608	14,391	18,000	18,000	18,000	
AMBIENT	5,249	6,206	7,500	17,500	17,500	
TRADE SHOWS & FAIRS	12,138	18,264	12,000	21,800	19,600	
FUEL	0	0	0	0	2,200	
MAGAZINES	0	0	4,000	8,000	8,000	
PROFESSIONAL SERVICES	812	1,664	15,000	10,000	10,000	
RADIO	0	0	5,000	4,000	4,000	
PRINT MEDIA	16,298	16,911	18,000	10,000	10,000	
OUTDOOR/BUS ADVERTISING	12,304	13,285	16,000	8,400	8,400	
INTERNET ADVERTISING	14,870	24,424	15,000	10,000	10,000	
ASSOCIATION DUES	1,145	1,820	2,000	3,000	3,000	
TELEVISION PROMOTION	32,416	40,355	25,000	22,000	22,000	
TOTAL MKT & PROMO EXP	109,839	157,113	154,500	152,200	152,200	0

### City of Gold Beach SPECIAL REVENUE FUNDS COMMUNITY PROMOTION FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
VC OPERATING EXPENSES						
AUDIT	1,854	1,764	0	0	0	
ATTORNEY	475	640	0	0	0	
INSURANCE/BONDS	488	454	600	0	0	
OFFICE EQUIPMENT	0	0	0	0	0	
VC OPERATING EXPENSES	12,382	22,208	12,500	15,000	15,000	
POSTAGE	10,040	11,274	12,000	6,000	6,000	
VC BUILDINGS & GROUNDS	7,281	11,689	7,000	8,000	8,000	
MISCELLANEOUS EXPENSES	136	408	500	0	0	
TOTAL MATERIALS AND SERVICES	32,657	48,437	32,600	29,000	29,000	0
CAPITAL OUTLAY						
EQUIPMENT	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
CONTINGENCY & RESERVES						
CONTINGENCY	0	0	20,000	10,000	10,000	
TOTAL CONTINGENCY	0	0	20,000	10,000	10,000	0
TRANSFERS OUT						
TRANS TO VC BUILDING RES FUND	3,000	3,000	7,500	0	0	
TOTAL TRANSFERS OUT	3,000	3,000	7,500	0	0	0
DEBT SERVICE						
VC PAYMENTS (3 payments)	35,194	41,490	66,251	0	0	
TOTAL DEBT SERVICE	35,194	41,490	66,251	0	0	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	288,882	208,617	23,603	44,326	44,326	
TOTAL UNAPP ENDING FUND BAL	288,882	208,617	23,603	44,326	44326	0
. 32 6.0.4 . 2.16.1.10 . 6116 BAE	200,002	200,017	20,000	11,020	11020	
TOTAL EXPENDITURES & REQUIREMENTS	528,861	544,700	413,600	359,796	359,796	0

### City of Gold Beach SPECIAL REVENUE FUND

### STATE REVENUE SHARING FUND

Fiscal Year 2011-2012

FUND: STATE REVENUE SHARING FUN	٧D
---------------------------------	----

Funding for the State Revenue Sharing Fund is received from the Oregon Liquor Commission to

support operations in cities providing police, fire, and planning services. Receipt, use and administration of these funds are directed under ORS 221.770. Funds can be used for specific purposes or to offset General Fund expenses.								
<u>Capital Outlay:</u> \$15,000 in funding from this fund will be transferred to a newly-created Fleet Replacement Fund to save for the purchase of a new police vehicle in FY 2012-2013.								

### City of Gold Beach SPECIAL REVENUE FUNDS STATE REVENUE SHARING FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
STATE REVENUE SHARING ALLOCATION						
STATE REV SHARE ALLOCATION	18,507	17,713	16,200	15,000	15,000	
TOTAL ST REV SHARE ALLOCATION	18,507	17,713	16,200	15,000	15,000	0
INTEREST REVENUE						
INTEREST	464	81	110	48	48	
TOTAL INTEREST REV	464	81	110	48	48	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	30,817	20,788	22,088	19,502	19,502	
TOTAL BEGINNING FUND BALANCE	30,817	20,788	22,088	19,502	19,502	0
TOTAL RESOURCES	49,788	38,582	38,398	34,550	34,550	0
EXPENDITURES & REQUIREMENTS						
TRANSFERS OUT						
TRANS TO GENERAL FUND	29,000	15,000	15,000	0	0	
TRANS TO FLEET REPLACEMENT	0	0	0	34,550	34,550	
TOTAL TRANSFERS OUT	29,000	15,000	15,000	34,550	34,550	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	20,788	23,582	23,398	0	0	0
TOTAL UNAPP ENDING FUND BAL	20,788	23,582	23,398	0	0	0
TOTAL EXPENDITURES & REQUIREMENTS	49,788	38,582	38,398	34,550	34,550	0

# City of Gold Beach SPECIAL REVENUE FUND SMALL CITY ALLOTMENT FUND

FUND:	SMALL CITY ALLOTMENT FUND
needed for rea side. \$75,000 v pay for the pro	g: Funding is proposed for sidewalks along 3 <sup>rd</sup> Street near the library. Funding will be lignment and reconstruction of 3 <sup>rd</sup> Street and installation of sidewalks along the south will be transferred from the Small City Allotment Fund to the Street Tax Fund to help bject. The City is applying for \$50,000 from the Special City Allotment program to help set improvement costs.

### City of Gold Beach SPECIAL REVENUE FUNDS SMALL CITY ALLOTMENT FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
STATE SPECIAL CITY ALLOTMENT PROJECT						
STATE SCA ALLOCATION	18,638	0	0	50,000	50,000	
TOTAL SCA ALLOCATION	18,638	0	0	50,000	50,000	0
MISCELLANEOUS REVENUE						
INTEREST	66	71	50	144	144	
TOTAL MISCELLANEOUS REV	66	71	50	144	144	0
TRANSFER IN						
TRANS FROM STREET TAX FUND	22,000	22,000	0	0	0	
TOTAL TRANSFER IN	22,000	22,000	0	0	0	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	8,127	6,344	28,380	26,306	26,306	
TOTAL BEGINNING FUND BALANCE	8,127	6,344	28,380	26,306	26,306	0
TOTAL RESOURCES	48,831	28,415	28,430	76,450	76,450	0
EXPENDITURES & REQUIREMENTS						
CAPITAL OUTLAY		_	_		_	
GRIZZLY MT RD CONSTRUCTION	42,486	0	0	0	0	
3RD STREET SIDEWALK CONSTRUCT	0	0	20,000	0	0	
	42,486	0	20,000	0	0	0
TRANSFERS OUT						
TRANS TO GENERAL INDIRECT	0	0	2,229	0	0	
TANS TO STREET TAX FUND	0	0	0	75,000	75,000	
TOTAL TRANSFERS OUT	0	0	2,229	75,000	75,000	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	6,344	28,415	6,201	1,450	1,450	
TOTAL UNAPP ENDING FUND BAL	6,344	28,415	6,201	1,450	1,450	0
TOTAL EVENINITUDES & DECUMENTS	40.004	20.445	20.422	76.450	70.450	2
TOTAL EXPENDITURES & REQUIREMENTS	48,831	28,415	28,430	76,450	76,450	0

### City of Gold Beach SPECIAL REVENUE FUND 911 FUND Fiscal Year 2011-2012

FUND: 911 FUND In previous years, funding to pay for 911 dispatch services (which is pass-through to the County) was budgeted in the General Fund. According to a letter from the Oregon Department of Revenue (dated November 22, 2010, state statute stipulates that these funds, since they are dedicated revenue, cannot be included in the General Fund (even if the funds pass through to another local jurisdiction). These funds must be accounted for in a separate fund.

### City of Gold Beach SPECIAL REVENUE FUNDS 911 FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
911 SHARED REVENUE ALLOCATION						
911 Shared Revenue	0	0	0	8,875	8,875	
TOTAL 911 SHARED REV ALLOCATION	0	0	0	8,875	8,875	0
INTEREST REVENUE						
INTEREST	0	0	0	0	0	
TOTAL MISCELLANEOUS REV	0	0	0	0	0	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	0	0	0	0	0	
TOTAL BEGINNING FUND BALANCE	0	0	0	0	0	0
						_
TOTAL RESOURCES	0	0	0	8,875	8,875	0
EXPENDITURES & REQUIREMENTS						
MATERIALS AND SERVICES						
911 PASS-THROUGH TO COUNTY	0	0	0	8,875	8,875	
TOTAL TRANSFERS OUT	0	0	0	8,875	8,875	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	0	0	0	0	0	0
TOTAL UNAPP ENDING FUND BAL	0	0	0	0	0	0
TOTAL EXPENDITURES & REQUIREMENTS	0	0	0	8,875	8,875	0

# Capital Projects Funds

### City of Gold Beach CAPITAL PROJECTS FUND I & I CORRECTION FUND

Fiscal Year 2011-2012

FUND:	I & I CORR	ECTIO	N FUN	ND									
The Infiltration	and Inflow	(I & I)	Correc	ctions	Fund	was	establ	ished	to	fund	projects	to	red
		CC . C.1.		11 0	. ,								

The Infiltration and Inflow (I & I) Corrections Fund was established to fund projects to reduce the amount of storm water runoff infiltrating the City's sewer system. Corrections to storm water runoff were are requirement to state and federal funding for the City's wastewater facilities systems upgrades.
This year, \$20,000 is needed for cleaning and televising selected areas within the wastewater collection system to facilitate repair and/or replacement of leaking wastewater lines.

### City of Gold Beach SPECIAL REVENUE FUNDS I & I CORRECTION FUND

		2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
		FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
MISCELLANE	EOUS REVENUE						
63565	INTEREST	3,846	255	225	408	408	
63579	MISCELLANEOUS REVENUE	0	0	0	0	0	
	TOTAL MISCELLANEOUS REV	3,846	255	225	408	408	0
BEGINNING	FUND BALANCE						
	BEGINNING FUND BALANCE	166,088	168,483	165,350	155,026	155,026	
	TOTAL BEGINNING FUND BALANCE	166,088	168,483	165,350	155,026	155,026	0
	TOTAL RESOURCES	169,933	168,738	165,575	155,434	155,434	0
EXPENDITU	RES & REQUIREMENTS						
MATERIALS	AND SERVICES						
	AUDIT	1,451	700	0	0	0	
	MISCELLANEOUS EXPENSES	0	0	50	0	0	
	I & I CORRECTIONS PROJECTS	0	0	0	0	0	
	TOTAL MATERIALS AND SERVICES	1,451	700	50	0	0	0
CAPITAL OU	<u>TLAY</u>						
	I & I CORRECTION	0	0	15,000	20,000	20,000	
	TOTAL CAPITAL OUTLAY	0	0	15,000	20,000	20,000	0
TRANSFERS	SOUT						
	TRANSFER TO GENERAL INDIRECT	0	0	2,137	0	0	
	TOTAL TRANSFERS OUT	0	0	2,137	0	0	0
CONTINGEN	ICY						
	CONTINGENCY	0	0	20,000	50,000	50,000	
	TOTAL CONTINGENCY	0	0	20,000	50,000	50,000	0
UNAPPROPE	RIATED ENDING FUND BALANCE						
	UNAPP ENDING FUND BAL	168,482	168,038	128,388	85,434	85,434	
	TOTAL UNAPP ENDING FUND BAL	168,482	168,038	128,388	85,434	85,434	0
	TOTAL EXPENDITURES & REQUIREMENTS	169,933	168,738	165,575	155,434	155,434	0

# City of Gold Beach CAPITAL PROJECTS FUND WWTP IMPROVEMENT FUND

Fiscal Year 2011-2012

#### FUND: WWTP IMPROVEMENT FUND

This is a new fund created to separate WWTP improvement construction activities from the Sewer Reserve Fund.

A wastewater treatment plant improvement project is being undertaken to address recommended improvements outlined in the City's Wastewater Facilities Plan. Total project costs are estimated at \$11.34 million. The City has secured a 30-year, \$5 million loan from the Department of Environmental Quality Clean Water State Revolving Loan program (@ 0% interest and a .05% annual fee) and \$6.3 million (\$4,446,000 loan and \$1,825,375 grant) from the USDA Rural Development program. Interim project financing is being provided through a \$3.9 million loan (@ 1.1% with no annual fee) from the DEQ Clean Water State Revolving Loan program.

Construction is expected to begin early July. If all goes well, the engineer on project estimates that between 75 and 80% of construction should be completed within the 2011-2012 fiscal year. Amounts reflect anticipated costs and revenues needed for FY 2011-2012, not project totals. It is expected to take 18 months to complete the improvement project.

# City of Gold Beach SPECIAL REVENUE FUNDS WWTP IMPROVEMENT FUND

		2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
		FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
GRANTS AN	ID LOANS						
	LOAN DISBURSEMENTS	0	0	0	7,423,000	7,423,000	
	DEVELOPER CONT/ GRANT FUNDS	0	0	0	0	0	
	TOTAL GRANTS AND LOANS	0	0	0	7,423,000	7,423,000	0
TRANSFERS	<u>S IN</u>						
	TRANSFERS IN SEWER RESERVE FUND	0	0	0	969,730	969,730	
	TOTAL TRANSFERS IN	0	0	0	969,730	969,730	0
	TOTAL FUND REVENUE	0	0	0	8,392,730	8,392,730	0
EXPENDITU  CAPITAL OU	RES & REQUIREMENTS  UTLAY						
	CONSTRUCTION COSTS	0	0	0	7,236,094	7,236,094	
	ADMINISTRATION	0	0	0	163,928	163,928	
	ARCH & ENGINEERING SERV	0	0	0	450,000	450,000	
	TOTAL CAPITAL OUTLAY	0	0	0	7,850,023	7,850,023	0
CONTINGEN	NCY & RESERVES						
	CONTINGENCY	0	0	0	542,707	542,707	
	TOTAL CONTINGENCY & RESERVES	0	0	0	542,707	542,707	0
	TOTAL EXPENDITURES & REQUIREMENTS	0	0	0	8,392,730	8,392,730	0

# Debt Service Funds

# City of Gold Beach DEBT SERVICE FUND **HWY 101 SEWER PROJECT**

Fiscal Year 2011-2012

# FUND: HWY 101 SEWER PROJECT

This is a debt service fund set-up for the purpose of receiving funds and making payments on a Department of Environmental Quality State Revolving Loan for improvements to the water main under Highway 101. The City received the 20-year loan in 2005. The original loan amount was for \$1,531,000 at 3.19% interest and an annual fee of .50%. Annual payments are approximately \$166,000. The repayment schedule is identified below. Current balance on the loan is \$1,121,262.

Due Date	<u>Principal</u>	Interest	Fees	<u>Total</u>	<u>Balance</u>
2/1/2011	36634	18468	5789	60891	1121262
8/1/2011	37218	17884	0	55102	1084044
2/1/2012	37811	17291	5420	60522	1046233
8/1/2012	38415	16687	0	55102	1007818
2/1/2013	39027	16075	5039	60141	968791
8/1/2013	39650	15452	0	55102	929141
2/1/2014	40282	14820	4646	59748	888859
8/1/2014	40925	14177	0	55102	847934
2/1/2015	41577	13525	4240	59342	806357
8/1/2015	42241	12861	0	55102	764116
2/1/2016	42914	12188	3821	58923	721202
8/1/2016	43599	11503	0	55102	677603
2/1/2017	44294	10808	3388	58490	633309
8/1/2017	45001	10101	0	55102	588308
2/1/2018	45718	9384	2942	58044	542590
8/1/2018	46448	8654	0	55102	496142
2/1/2019	47189	7913	2481	57583	448953
8/1/2019	47941	7161	0	55102	401012
2/1/2020	48706	6396	2005	57107	352306
8/1/2020	49483	5619	0	55102	302823
2/1/2021	50272	4830	1514	56616	252551
8/1/2021	51074	4028	0	55102	201477
2/1/2022	51888	3214	1007	56109	149589
8/1/2022	52716	2386	0	55102	96873
2/1/2023	53557	1545	484	55586	43316
8/1/2023	43316	691	0	44007	0

# City of Gold Beach DEBT SERVICE FUNDS HWY 101 SEWER PROJECT

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
SERVICE FEES						
MONTHLY SURCHARGE	124,783	121,299	116,000	106,700	106,700	
TOTAL MONTHLY SURCHARGE	124,783	121,299	116,000	106,700	106,700	0
MISCELLANEOUS REVENUE						
INTEREST	5,138	748	800	1,320	1,320	
TOTAL MISCELLANEOUS REV	5,138	748	800	1,320	1,320	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	256,072	268,265	260,000	253,000	253,000	
TOTAL BEGINNING FUND BALANCE	256,072	268,265	260,000	253,000	253,000	0
TOTAL RESOURCES	385,993	390,312	376,800	361,020	361,020	0
EXPENDITURES & REQUIREMENTS						
MATERIALS AND SERVICES						
AUDIT	1,030	1,000	0	0	0	
TOTAL MATERIALS AND SERVICES	1,030	1,000	0	0	0	0
DEBT SERVICE						
FEES	6,494	6,147	6,200	6,200	6,200	
PRINCIPAL	68,234	70,427	72,800	72,800	72,800	
INTEREST	41,970	39,777	37,700	37,700	37,700	
TOTAL DEBT SERVICE	116,698	116,351	116,700	116,700	116,700	0
TRANSFERS OUT						
TRANSFER TO GENERAL INDIRECT	0	0	1,399	0	0	
TOTAL TRANSFERS OUT	0	0	1,399	0	0	0
CONTINGENCY						
CONTINGENCY	0	0	0	0	0	
TOTAL CONTINGENCY	0	0	0	0	0	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL						
	268,265	272,961	258,701	244,320	244,320	
TOTAL UNAPP ENDING FUND BAL	268,265 268,265	272,961	258,701 258,701	244,320	244,320 244,320	0

# City of Gold Beach DEBT SERVICE FUND HUNTER CREEK HEIGHTS/EMERALD HILLS PROJECT

Fiscal Year 2011-2012

# FUND: HUNTER CREEK HEIGHTS/EMERALD HILLS PROJECT

This is a debt service fund set-up for the purpose of receiving funds and making payments on a United States Department of Agriculture Rural Development loan the city received for a water system improvement project in the Hunter Creek Heights and Emerald Hills area. The loan was for \$104,256 with a repayment period of 30 years at an interest rate of 4.875%. The City received the loan on January 26, 2000. The City paid off the loan in FY 2010-11.

January 20, 2000. The City paid on the loan in 11 2010-11.
The City continues to receive LID revenue for the project. This fund will be used to receive the revenue. Revenue received will be transferred to the Water Reserve Fund.

# City of Gold Beach DEBT SERVICE FUNDS HUNTER CREEK HEIGHTS/ EMERALD HILLS PROJECT

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
INTEREST REVENUE						
INTEREST	448	95	95	18	18	
MISCELLANEOUS REVENUE	19	0	0	0	0	
TOTAL INTEREST REV	467	95	95	18	18	0
LID REVENUE						
HUNTER CREEK LID PRINCIPAL	2,478	1,451	2,000	2,400	2,400	
HUNTER CREEK LID INTEREST	6,041	5,421	3,500	5,500	5,500	
TOTAL LID REVENUE	8,520	6,872	5,500	7,900	7,900	0
TRANSFERS IN						
TRANS FROM WATER RESERVE	0	0	67,500	0	0	
TOTAL TRANSFERS IN	0	0	67,500	0	0	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	29,560	25,401	17,000	11,900	11,900	
TOTAL BEGINNING FUND BALANCE	29,560	25,401	17,000	11,900	11,900	0
TOTAL BEGINNING TOND BALANCE	29,300	25,401	17,000	11,900	11,900	
TOTAL RESOURCES	38,547	32,368	90,095	19,818	19,818	0
EXPENDITURES & REQUIREMENTS						
MATERIALS AND SERVICES						
AUDIT	627	400	0	0	0	
TOTAL MATERIALS AND SERVICES	627	400	0	0	0	0
DEBT SERVICE						
BOND PRINCIPAL	8,180	8,579	80,839	0	0	
BOND INTEREST	4,340	3,941	3,660	0	0	
TOTAL DEBT SERVICE	12,520	12,520	84,499	0	0	0
TRANSFERS OUT						
TRANS TO WATER RESERVE FUND	0	0	0	19,818	19,818	
TOTAL TRANSFERS OUT	0	0	0	19,818	19,818	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	25,400	19,448	5,596	0	0	0
TOTAL UNAPP ENDING FUND BAL	25,400	19,448	5,596	0	0	0
			3,000			
TOTAL EXPENDITURES & REQUIREMENTS	38,547	32,368	90,095	19,818	19,818	0

# Enterprise Funds

# City of Gold Beach ENTERPRISE FUND

#### WATER UTILITY FUND

Fiscal Year 2011-2012

FUND: WATER UTILITY STAFF LEVEL 2011: 2.75 FTE STAFF LEVEL 2012: 2.5 FTE

# **Program Description/Mission**

Revenue primarily from the sale of water (both inside and outside the City) supports operations and maintenance of a water distribution system for Gold Beach, Wedderburn, Jerry's Flat, and Hunter Creek residents. This budget represents the costs associated with treatment and distribution of water to consumers as well as satisfying fire demands with the areas served.

# Personnel

	<u>2011</u>	<u>2012</u>	$\underline{\text{FTE}}$
Title	$\overline{\text{FTE}}$	$\overline{\text{FTE}}$	<u>Change</u>
Public Works Superintendent (shared w/ Sewer Utility Fund)	0.50	0.50	0.00
Administrative Assistant (former Public Works Utility Clerk)	0.50	0.50	0.00
Public Works Technician	1.00	1.00	0.00
Administrative Services Director (shared w/ General Fund and Sewer Utility Fund)	0.25	0.00	(0.25)
Public Works Operator/ Lead Worker (shared w/Streets Fund)	0.50	0.50	0.00

## **Budget Comments**

Personnel: Salaries reflect adjustment to a new salary schedule for the City.

<u>Administrative Services Director:</u> This position was previously divided three accounts (.50 FTE to General; .25 FTE to Water Utility; .25 FTE to Sewer Utility). It is now reflected in entirety in the General Fund.

<u>Administrative Assistant:</u> Administrative Assistant position was previously identified as the Utility Clerk. The Utility Clerk position was reorganized into the Administrative Assistant to reflect planning and general administrative support services that were added to the job responsibilities.

<u>Electricity</u>: was increased 8% to accommodate expected increase in electricity rates.

<u>Equipment O & M:</u> is increased by \$1,000 to cover generator testing and maintenance and servicing of the multi-purpose vacuum truck and by \$1,700 for a cooperative program between the Water Utility and Fire Department to add "Storz" fittings to existing hydrants.

<u>Contract Services:</u> was increase to account for the following projects: \$17,000 for creation of an autocad layer showing the location of water lines, water valves, hydrants and reservoirs throughout the City's water system; \$40,000 to hire a consultant to begin a new Water Master Plan for the city (study of the current water system to develop a capital improvement plan and financing plan); \$15,000 for creating a water conservation plan (to be completed with the Water Master Plan) recommending conservation methods for operation of the water system.

<u>Capital Projects</u>: include \$316,000 for recoating the three city reservoirs (Hounddog, Wallace and Brooks Hill) to correct rusting problems and extend the useful life of the facilities; and \$100,000 for watermain system repair and replacement at Crows Nest Alley and Caughell. These watermain projects were scheduled in FY 2010-11 and not completed. The funding allocated to them (which was not used) is being reallocated in FY 2011-12.

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
WATER SALES						
SALES INSIDE CITY	359,370	376,168	400,000	385,000	385,000	
SALES OUTSIDE CITY	124,861	135,346	140,000	140,000	140,000	
TOTAL WATER SALES	484,232	511,514	540,000	525,000	525,000	0
INTEREST AND PENALTIES						
INTEREST	8,891	4,761	4,500	2,964	2,964	
MISCELLANEOUS REVENUE	4,759	2,133	1,500	0	0	
SDC INSTALL	7,836	3,621	3,000	0	0	
PENALTIES	13,429	15,959	13,000	13,000	13,000	
WATER DEPOSITS (restricted)	0	0	12,000	0	0	
PASS-THROUGH TO ENGINEERS	46	0	0	0	0	0
TOTAL MISCELLANEOUS REV	34,961	26,474	34,000	15,964	15,964	0
TRANSFERS IN						
TRANSFERS IN FROM WATER RESERVE	0	0	0	120,000	120,000	
TOTAL TRANSFERS IN	0	0	0	120,000	120,000	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	572,674	732,083	630,000	731,000	731,000	
TOTAL BEGINNING FUND BALANCE	572,674	732,083	630,000	731,000	731,000	0
TOTAL RESOURCES	1,091,867	1,270,071	1,204,000	1,391,964	1,391,964	0

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
EXPENDITURES						
PERSONNEL SERVICES						
PUBLIC WORKS SUPERINTENDENT	53,749	54,655	28,512	29,000	29,000	
ADMINISTRATIVE SERVICES DIRECTOR	0	0	9,504	0	0	
ADMINISTRATIVE ASSISTANT	56,599	63,212	0	0	0	
ADMINISTRATIVE ASSISTANT	0	0	15,312	15,051	15,051	
PUBLIC WORKS TECHNICIAN	29,828	30,723	32,000	32,500	32,500	
PUBLIC WORKS OPERATOR/ LEAD WORK	18,658	19,834	20,000	20,600	20,600	
PART TIME	3,651	1,678	3,000	3,000	3,000	
OVERTIME	549	0	2,000	2,000	2,000	
SALARY & BENEFIT ADJUSTMENT	357	(4,534)	2,500	2,500	2,500	
RETIREMENT	29,639	30,818	22,500	21,000	21,000	
PERS UAL COSTS	0	0	14,600	12,500	12,500	
SOCIAL SECURITY	12,407	12,232	6,450	10,500	10,500	
WORKERS COMPENSATION	4,139	5,504	3,108	3,391	3,391	
MEDICAL INSURANCE	34,386	24,105	52,760	33,000	33,000	
LIFE & L.T.D. INSURANCE	356	208	400	450	450	
UNCOMPENSATED ABSENCES	0	0	2,500	0	0	
TOTAL PERSONNEL	244.319	238.435	215.146	185.492	185.492	0

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
MATERIALS AND SERVICES DISTRIBUTION & GENERAL						
SYSTEM CONST. O & M	1,298	16,505	16,000	20,000	20,000	
MATERIALS & FITTINGS	6,393	6,853	22,000	10,000	10,000	
BUILDING & GROUNDS O & M	476	449	3,000	3,000	3,000	
EQUIPMENT O & M	7,886	8,638	14,000	15,000	12,100	
FUEL	0	0	0	0	2,900	
SOLID WASTE SERVICES	1,744	1,412	2,000	2,000	2,000	
COMMUNICATIONS	3,371	4,284	4,500	4,500	4,500	
DUES/SUBS/FEES	10,129	5,324	8,200	8,000	8,000	
TRAVEL AND TRAINING	732	2,909	1,800	2,000	2,000	
INSURANCE & BONDS	7,635	14,615	15,500	0	0	
ELECTRICITY	10,214	7,293	10,800	11,664	11,664	
SMALL TOOLS & EQUIPMENT	1,454	1,904	2,500	2,500	2,500	
AUDIT	2,952	2,494	0	0	0	
ATTORNEY	640	76	0	0	0	
CONTRACT SERVICES	7,317	8,816	10,000	77,000	77,000	
LABORATORY TESTING	200	0	400	400	400	
SUPPLIES/CUSTODIAL	6,212	2,545	7,000	6,900	6,900	
MISCELLANEOUS EXPENSES	378	498	750	0	0	
CROSS CONNECTION CONTROL	240	325	1,000	500	500	
COUNCIL POS 3 COMPENSATION	1,140	855	0	0	0	
COUNCIL POS 3 TRAVEL	202	408	0	0	0	
OSHA REQUIRED EXPENDITURES	1,520	342	3,500	3,000	3,000	
PASS-THROUGH TO ENGINEERS	46	0	7,000	0	0	
WATER DEPOSIT REFUNDS	15,687	19,645	16,000	0	0	
TOTAL MAT & SERV DIST & GEN	87,865	106,190	145,950	166,464	166,464	0

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
MATERIALS & SUPPLIES INTAKE & TREATMENT						
OFFICE SUPPLIES	8	158	100	100	100	
BUILDINGS & GROUNDS O & M	187	2,478	3,000	4,000	4,000	
EQUIPMENT O & M	20,728	9,113	7,000	10,000	10,000	
COMMUNICATION	515	392	850	850	850	
DUES/SUBS/FEES/POSTAGE	494	621	1,300	2,000	2,000	
TRAVEL & TRAINING	0	0	400	500	500	
INSURANCE & BONDS	4,650	4,817	5,500	0	0	
ELECTRICITY	33,376	39,088	43,000	45,342	45,342	
SMALL TOOLS & EQUIPMENT	1,223	425	1,500	1,500	1,500	
CONTRACT SERVICES	1,371	3,428	4,000	4,000	4,000	
LABORATORY TESTING	2,045	5,815	5,000	5,000	5,000	
TREATMENT CHEMICALS	10,960	12,795	20,000	17,000	17,000	
MISCELLANEOUS EXPENSES	0	0	200	0	0	
TOTAL MATERIALS AND SERVICES	75,557	79,130	91,850	90,292	90,292	0
CAPITAL OUTLAY						
EQUIPMENT	2,493	24,999	7,000	53,700	53,700	
FUND ACCOUNTING SYSTEM	0	0	7,500	0	0	
SYSTEM CONS & REPLACEMENT	0	0	195,600	100,000	100,000	
WATER TANK RECOATING	0	0	0	316,000	316,000	
SECURITY FENCING	0	0	6,500	0	0	
TOTAL CAPITAL OUTLAY	2,493	24,999	216,600	469,700	469,700	0
CONTINGENCY & RESERVES						
CONTINGENCY	0	0	200,000	200,000	200,000	
TOTAL CONTINGENCY	0	0	200,000	200,000	200,000	0
TRANSFERS OUT						
TRANSFER TO NON-INSURED LOSS	500	500	2,000	3,500	3,500	
TRANS TO BUILD RES FUND	1,500	1,500	1,500	1,500	1,500	
TRANS TO GENERAL INDIRECT	0	0	42,376	101,669	101,669	
TRANS TO WATER RESERVE FUND	0	20,000	50,000	0	0	
TOTAL TRANSFERS OUT	2,000	22,000	95,876	106,669	106,669	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	679,632	799,317	238,578	173,347	173,347	0
TOTAL UNAPP ENDING FUND BAL	679,632	799,317	238,578	173,347	173,347	0
TOTAL REQUIREMENTS	1,091,867	1,270,071	1,204,000	1,391,964	1,391,964	0

# City of Gold Beach ENTERPRISE FUND **SEWER UTILITY FUND**

Fiscal Year 2011-2012

**FUND: SEWER UTILITY** STAFF LEVEL 2011: 3.25 FTE STAFF LEVEL 2012: 3.00 FTE

# Program Description/Mission

The City of Gold Beach operates and maintains a wastewater collection and treatment system serving residents and commercial operations in Gold Beach, including Hunter Creek neighborhoods. The overall mission is to provide safe and well-maintained sanitary sewerage services for the Gold Beach community.

## Personnel

	<u>2011</u>	<u>2012</u>	<u>FTE</u>
Title	$\overline{\text{FTE}}$	$\overline{\text{FTE}}$	<u>Change</u>
Public Works Superintendent (position shared w/ Water	0.50	0.50	0.00
Utility Fund)	0.00	0.00	0.00
Public Works Assist. Superintendent	1.00	1.00	0.00
Administrative Assistant (former Public Works Utility Clerk)	0.50	0.50	0.00
Public Works Treatment Plant Operator Assistant	1.00	1.00	0.00
Administrative Services Director (position shared w/	0.25	0.00	(0.25)
Water Utility Fund and General Fund)	0.25	0.00	(0.25)

# **Budget Comments**

<u>Personnel:</u> Salaries reflect adjustment to a new salary schedule for the City.

Administrative Services Director: This position was previously divided three accounts (.50 FTE to General; .25 FTE to Water Utility; .25 FTE to Sewer Utility). It is now reflected in entirety in the General Fund.

Administrative Assistant: Administrative Assistant position was previously identified as the Utility Clerk. The Utility Clerk position was reorganized into the Administrative Assistant to reflect planning and general administrative support services that were added to the job responsibilities.

Electricity: was increased 8% to accommodate expected increase in electricity rates.

OSHA Required Expenditures: addition of a new line item to cover safety related items needed in the Sewer Department.

Equipment O and M: is increased by \$1,000 to cover emergency generator servicing and servicing of the multi-purpose vacuum truck.

<u>Contingency:</u> The most critical issue will involve keeping the existing sewer treatment plant operating until construction is finished on the new Wastewater Treatment Plant expected to be completed in 2013. The potential for a significant failure in the existing sewer treatment plant justifies the need for a large operations contingency.

# City of Gold Beach ENTERPRISE FUNDS SEWER UTILITY FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
SERVICE CHARGES						
SEWER SERVICE CHARGES	367,465	359,708	360,000	332,000	332,000	
TOTAL SEWER SERVICES CHARGES	367,465	359,708	360,000	332,000	332,000	0
INTEREST AND SDC REVENUE						
INTEREST	12,813	5,786	5,700	4,008	4,008	
MISCELLANEOUS REVENUE	9,576	5,948	5,500	0	0	
SDC INSTALL	2,362	2,681	1,500	0	0	
TOTAL INTEREST AND SDC REV	24,752	14,415	12,700	4,008	4,008	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	691,836	754,580	690,000	695,000	695,000	
TOTAL BEGINNING FUND BALANCE	691,836	754,580	690,000	695,000	695,000	0
TOTAL RESOURCES	1,084,052	1,128,703	1,062,700	1,031,008	1,031,008	0
EXPENDITURES & REQUIREMENTS  PERSONNEL SERVICES						
PUBLIC WORKS SUPERINTENDENT	0	0	28,512	29,000	29,000	
PUBLIC WORKS ASSIST SUPER	42,746	27,126	45,345	49,500	49,500	
ADMINISTRATIVE ASSISTANT	25,746	38,105	15,312	15,051	15,051	
PW TREATMENT PLANT OPER ASSIST	33,448	10,602	27,184	37,150	37,150	
ADMINISTRATIVE SERVICES DIRECTOR	0	0	9,504	0	0	
PART TIME	0	0	2,000	2,000	2,000	
OVERTIME	207	26	5,000	3,000	3,000	
SALARY & BENEFIT ADJUSTMENT	1,378	3,173	2,500	2,500	2,500	
RETIREMENT	25,885	14,442	12,000	16,000	16,000	
PERS UAL COSTS	0	0	8,000	9,500	9,500	
SOCIAL SECURITY	7,329	4,654	10,355	7,500	7,500	
WORKERS COMPENSATION	3,322	4,808	5,950	6,486	6,486	
MEDICAL INSURANCE	30,765	29,482	32,400	29,000	29,000	
LIFE & L.T.D. INSURANCE	205	150	350	450	450	
UNCOMPENSATED ABSENCES	0	0	1,000	0	0	
TOTAL PERSONNEL	171,031	132,568	205,411	207,137	207,137	0

# City of Gold Beach ENTERPRISE FUNDS SEWER UTILITY FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
MATERIALS AND SERVICES						
SYSTEM CONST. O & M	5,699	2,046	7,500	7,500	7,500	
MATERIALS & FITTINGS	1,122	968	4,000	4,000	4,000	
OSHA REQUIED EXPENDITURES	0	0	0	1,000	1,000	
BUILDING & GROUNDS O & M	1,001	354	2,000	2,000	2,000	
EQUIPMENT O & M	5,769	10,769	10,000	11,000	6,700	
FUEL	0	0	0	0	4,300	
SOLID WASTE SERVICES	1,515	1,294	3,200	3,200	3,200	
COMMUNICATIONS	2,981	3,774	3,500	3,500	3,500	
DUES/SUBS/FEES	5,945	6,557	7,000	7,000	7,000	
TRAVEL AND TRAINING	526	1,743	2,000	2,000	2,000	
INSURANCE & BONDS	7,876	14,823	16,000	0	0	
ELECTRICITY	37,838	48,845	55,000	59,400	59,400	
SMALL TOOLS & EQUIPMENT	1,174	401	1,200	1,200	1,200	
AUDIT	1,748	2,264	0	0	0	
ATTORNEY	645	193	0	0	0	
CONTRACT SERVICES	8,803	8,011	20,000	15,000	15,000	
LABORATORY TESTING	6,398	5,394	9,000	9,000	9,000	
SUPPLIES/CUSTODIAL	5,934	4,932	7,000	6,000	6,000	
MISCELLANEOUS EXPENSES	85	227	500	0	0	
COUNCIL POS 3 COMPENSATION	1,140	1,167	0	0	0	
COUNCIL POS 3 TRAVEL	334	347	0	0	0	
PLANT O & M	3,914	3,374	8,000	10,000	10,000	
TOTAL MATERIAL & SERVICES	100,448	117,483	155,900	141,800	141,800	0
CAPITAL OUTLAY						
EQUIPMENT	2,493	0	0	0	0	
FUND ACCOUNTING SYSTEM	0	0	7,500	0	0	
SYSTEM CONS & REPLACEMENT	0	10,000	20,000	20,000	20,000	
BACKHOE PURCHASE	0	24,999	0	0	0	
TOTAL CAPITAL OUTLAY	2,493	34,999	27,500	20,000	20,000	0
CONTINGENCY & RESERVES						
CONTINGENCY	0	0	200,000	260,000	260,000	
TOTAL CONTINGENCY	0	0	200,000	260,000	260,000	0

# City of Gold Beach ENTERPRISE FUNDS SEWER UTILITY FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
TRANSFERS OUT						
TRANSFER TO NON-INSURED LOSS	500	500	2,000	3,500	3,500	
TRANS TO GENERAL INDIRECT	0	0	53,568	100,926	100,926	
TRANS TO BUILD RES FUND	1,500	1,500	1,500	1,500	1,500	
TRANS TO SEWER RESERVE FUND	50,000	50,000	50,000	169,000	169,000	
TOTAL TRANSFERS OUT	52,000	52,000	107,068	274,926	274,926	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BAL	758,080	791,653	366,821	126,045	127,146	0
TOTAL UNAPP ENDING FUND BAL	758,080	791,653	366,821	126,045	127,146	0
TOTAL REQUIREMENTS	1,084,052	1,128,703	1,062,700	1,031,008	1,031,008	0

# Reserve Funds

# City of Gold Beach RESERVE FUND **BUILDING RESERVE FUND**

Fiscal Year 2011-2012

**FUND: BUILDING RESERVE** 

# **Program Description/Mission**

This fund was created to set aside revenue for major remodeling projects, building repairs, and replacement buildings. This reserve is funded through fund transfers designated specifically for this purpose.

# **Budget Comments**

This year funds from this reserve will be used for needed repairs and upgrades to City Hall. Funds will be used for mold abatement in office in the Police Department. Funding also will be used to replace and move the City Hall sign. A new sign will help improve the aesthetics of City Hall and, by moving the sign, improve safety of cars entering and exiting the Ray's parking lot next to City Hall. Funding for new trees (to replace the shrubs) and new vegetation (such as lavender) will be purchased for minor landscape improvements to City Hall. Funds for these improvements will be transferred to the General Fund for expenditure.

# City of Gold Beach RESERVE FUNDS BUILDING RESERVE FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
INTEREST REVENUE						
INTEREST	5,989	2,708	2,500	2,040	2,040	
TOTAL INTEREST REV	5,989	2,708	2,500	2,040	2,040	0
TRANSFERS IN						
TRANS FROM GENERAL FUND	3,200	3,200	23,000	0	0	
TRANS FROM POLICE DEPT	3,200	3,200	0	0	0	
TRANS FROM FIRE DEPT	3,200	3,200	0	0	0	
TRANS FROM PARKS DEPT	600	600	0	0	0	
TRANS FROM WATER UTILITY	1,500	1,500	1,500	1,500	1,500	
TRANS FROM SEWER UTILITY	1,500	1,500	1,500	1,500	1,500	
TOTAL TRANSFERS IN	13,200	13,200	26,000	3,000	3,000	0
TRANSFERS IN VISITOR CENTER BUILDING						
TRANS FROM PROMO FUND	3,000	3,000	7,500	0	0	
TOTAL TRANS IN VISITOR CENTER	3,000	3,000	7,500	0	0	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	343,542	365,731	383,400	360,000	360,000	
TOTAL BEGINNING FUND BALANCE	343,542	365,731	383,400	360,000	360,000	0
TOTAL RESOURCES	365,731	384,639	419,400	365,040	365,040	0
EXPENDITURES & REQUIREMENTS						
- <del>-</del>						
MATERIALS AND SERVICES						
CITY HALL BLDG EXPENDITURES	0	0	8,275	0	0	
TOTAL MATERIALS AND SERVICES	0	0	8,275	0	0	0
CAPITAL OUTLAY						
CITY HALL BLDG EXPENDITURES	0	0	42,000	0	0	
TOTAL CAPITAL OUTLAY	0	0	42,000	0	0	0
TRANSFERS OUT						
TRANS TO GENERAL FUND	0	0	0	15,000	15,000	
TOTAL TRANSFERS OUT	0	0	0	15,000	15,000	0
CONTINGENCY & RESERVE						
RESERVE BUILDINGS	365,731	384,639	369,125	350,040	350,040	0
TOTAL CONTINGENCY & RESERVE	365,731	384,639	369,125	350,040	350,040	0
TOTAL EXPENDITURES & REQUIREMENTS	365,731	384,639	419,400	365,040	365,040	0

# City of Gold Beach RESERVE FUND

# FLEET REPLACEMENT RESERVE FUND

FUND: FLEET REPLACEMENT RESERVE FUND
Program Description/Mission  This is a new fund created to set aside funding for acquisition and replacement of city vehicles.
Budget Comments This year funds will be transferred in from the State Shared Revenue Fund to save for purchase of a new police vehicle in FY 2012-13.

# City of Gold Beach RESERVE FUNDS FLEET REPLACEMENT REVERVE FUND

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
INTEREST REVENUE						
INTEREST	0	0	0	0	0	
TOTAL INTEREST REV	0	0	0	0	0	0
TRANSFERS IN						
TRANS FROM GENERAL FUND	0	0	0	0	0	
TRANS FROM STATE SHARED REV FUND	0	0	0	34,550	34,550	
TRANS FROM WATER UTILITY	0	0	0	0	0	
TRANS FROM SEWER UTILITY	0	0	0	0	0	
TOTAL TRANS IN	0	0	0	34,550	34,550	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	0	0	0	0	0	
TOTAL BEGINNING FUND BALANCE	0	0	0	0	0	0
TOTAL RESOURCES	0	0	0	34,550	34,550	0
EXPENDITURES & REQUIREMENTS						
TRANSFERS OUT						
TRANS OUT GENERAL FUND	0	0	0	0	0	
TRANS OUT SEWER UTILITY	0	0	0	0	0	
TRANS OUT WATER UTILITY	0	0	0	0	0	
TOTAL TRANSFERS OUT	0	0	0	0	0	0
CONTINGENCY & RESERVE						
RESERVE FOR FLEET REPLACEMENT	0	0	0	34,550	34,550	0
TOTAL CONTINGENCY & RESERVE	0	0	0	34,550	34,550	0
TOTAL EXPENDITURES & REQUIREMENTS	0	0	0	34,550	34,550	0

# City of Gold Beach RESERVE FUND PARKS RESERVE FUND

Fiscal Year 2011-2012
FUND: PARKS RESERVE FUND
Program Description/Mission  This is a new fund created to set aside funding for future maintenance and development of city parks.
Budget Comments \$6,000 will be transferred in from the General Fund to establish the fund.

# City of Gold Beach RESERVE FUNDS PARKS REVERVE FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
INTEREST REVENUE						
INTEREST	0	0	0	0	0	
TOTAL INTEREST REV	0	0	0	0	0	0
TRANSFERS IN						
TRANS FROM GENERAL FUND	0	0	0	0	6,000	
TOTAL TRANS IN	0	0	0	0	6,000	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	0	0	0	0	0	
TOTAL BEGINNING FUND BALANCE	0	0	0	0	0	0
TOTAL RESOURCES	0	0	0	0	6,000	0
EXPENDITURES & REQUIREMENTS						
TRANSFERS OUT						
TRANS OUT GENERAL FUND	0	0	0	0	0	
TOTAL TRANSFERS OUT	0	0	0	0	0	0
CONTINGENCY & RESERVE						
RESERVE FOR PARKS	0	0	0	0	6,000	0
TOTAL CONTINGENCY & RESERVE	0	0	0	0	6,000	0
TOTAL EXPENDITURES & REQUIREMENTS	0	0	0	0	6,000	0

# City of Gold Beach RESERVE FUND

# NON-INSURED LOSSES, VEHICLE DAMAGE, UNEMPLOYMENT RESERVE FUND

Fiscal Year 2011-2012

#### **FUND:** NON-INSURED LOSSES, VEHICLE DAMAGE, UNEMPLOYMENT

# **Program Description/Mission**

This fund was created to set aside revenue for vehicular damages and other losses not covered by the

City's insurance policies and for unemployment expenses incurred when an employee involuntarily (through termination or layoff) ceases to work for the City. This reserve is funded through transfers from the General Fund, Water Utility, and Sewer Utility.
Budget Comments  As a result of recent changes in unemployment coverage for individuals enacted because of the continuing economic recession, the City will increase contributions to this reserve.

# City of Gold Beach RESERVE FUNDS

# NON-INSURED LOSSES, VEHICLE DAMAGE, UNEMPLOYMENT RESERVE FUND

		2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
		FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
INTEREST F	<u>REVENUE</u>						
	INTEREST	751	154	150	456	456	
	MISCELLANEOUS REVENUE	0	131	0	0	0	
	TOTAL INTEREST REV	751	285	150	456	456	0
TRANSFERS	<u>s in</u>						
	TRANS FROM GENERAL FUND	2,000	2,000	7,000	8,000	8,000	
	TRANS FROM POLICE DEPT	2,000	20,000	0	0	0	
	TRANS FROM WATER UTILITY	500	500	2,000	3,500	3,500	
	TRANS FROM SEWER UTILITY	500	500	2,000	3,500	3,500	
	TOTAL TRANSFERS IN	5,000	23,000	11,000	15,000	15,000	0
BEGINNING	FUND BALANCE						
	BEGINNING FUND BALANCE	43,654	38,951	25,550	61,000	61,000	
	TOTAL BEGINNING FUND BALANCE	43,654	38,951	25,550	61,000	61,000	0
	TOTAL RESOURCES	49,405	62,236	36,700	76,456	76,456	0
EXPENDITU	RES & REQUIREMENTS						
MATERIALS	AND SERVICES	0	100	4.000	2.500	2.500	
	VEHICLE & OTHER NON-INSURED  UNEMPLOYMENT	10,455	2,845	4,000 12,000	3,500 11,000	3,500 11,000	
	ONLINIF LO TIMENT	10,433	2,043	12,000	11,000	11,000	
	TOTAL MATERIALS AND SERVICES	10,455	2,945	16,000	14,500	14,500	0
CONTINGEN	NCY & RESERVES						
	RESERVE NON-INSURED LOSS/UNEMP	38,951	59,291	20,700	61,956	61,956	0
	TOTAL CONTINGENCY & RESERVES	38,951	59,291	20,700	61,956	61,956	0
	TOTAL EXPENDITURE & REQUIREMENTS	49,405	62,236	36,700	76,456	76,456	0

# City of Gold Beach

	RÉSERVE FUND GENERAL RESERVE FUND Fiscal Year 2011-2012
FUND:	GENERAL FUND RESERVE
Program Describes This is a new f	ription/Mission und created to

# City of Gold Beach RESERVE FUNDS GENERAL FUND RESERVE FUND

	2008-2009 FISCAL ACTUAL	2009-2010 FISCAL ACTUAL	2010-2011 COUNCIL ADOPTED	2011-2012 CITY ADMIN PROPOSED	2011-2012 BDGT COMM APPROVED	2011-2012 COUNCIL ADOPTED
INTEREST REVENUE						
INTEREST	0	0	0	0	0	
TOTAL INTEREST REV	0	0	0	0	0	0
TRANSFERS IN						
TRANS FROM GENERAL FUND	0	0	0	6,500	6,500	
TOTAL TRANSFERS IN	0	0	0	6,500	6,500	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	0	0	0	0	0	
TOTAL BEGINNING FUND BALANCE	0	0	0	0	0	0
TOTAL GENERAL FUND RESERVE	0	0	0	6,500	6,500	0

# City of Gold Beach RESERVE FUND

	WATER RESERVE FUND Fiscal Year 2011-2012
FUND: V	VATER RESERVE
	tion/Mission Pated to set aside revenue for capital repairs and improvements to the City's water ture. Funding for the reserve comes from transfers from the Water Utility Fund.
	ts and as a transfer in from the Hunter Creek Heights/Emerald Hills Project Fund. No anticipated for the year.

# City of Gold Beach RESERVE FUNDS WATER RESERVE FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
CHARGES AND FEES						
SDC CHARGES	10,574	9,612	7,000	0	0	
TOTAL CHARGES AND FEES	10,574	9,612	7,000	0	0	0
INTEREST REVENUE						
INTEREST	3,765	301	250	768	768	
MISCELLANEOUS REVENUE	1,577	0	0	0	0	
TOTAL INTEREST REV	5,342	301	250	768	768	0
TRANSFERS IN						
TRANS FROM GENERAL FUND	20,000	30,000	0	0	0	
TRANS IN FROM HC HEIGHTS	0	0	0	19,818	19,818	
TRANS FROM WATER UTILITY	0	20,000	50,000	0	0	
TOTAL TRANSFERS IN	20,000	50,000	50,000	19,818	19,818	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	231,608	267,524	326,000	312,000	312,000	
TOTAL BEGINNING FUND BALANCE	231,608	267,524	326,000	312,000	312,000	0
TOTAL FUND REVENUE	267,524	327,437	383,250	332,586	332,586	0
EXPENDITURES & REQUIREMENTS						
MATERIALS AND SERVICES						
MISCELLANEOUS EXPENSES	0	0	0	0	0	
TOTAL MATERIALS AND SERVICES	0	0	0	0	0	0
CONTINGENCY & RESERVES						
RESERVE WATER UTILITY	0	0	315,750	212,586	212,586	
TOTAL CONTINGENCY & RESERVES	0	0	315,750	212,586	212,586	0
TRANSFERS OUT						
TRANSFER TO HC/EH PROJECT	0	0	67,500	0	0	
TRANSFER TO WATER UTILITY	0	0	0	120,000	120,000	
TOTAL TRANSFERS OUT	0	0	67,500	120,000	120,000	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BALANCE	267,524	327,437	0	0	0	
TOTAL UNAPP ENDING FUND BAL	267,524	327,437	0	0	0	0
TOTAL EXPENDITURES & REQUIREMENTS	267,524	327,437	383,250	332,586	332,586	0

# City of Gold Beach RESERVE FUND

# WATER DEPOSIT RESERVE FUND

Fiscal Year 2011-2012								
FUND: WATER DEPOSIT RESERVE								
Program Description/Mission  This is a new fund created to better track the receipt and disbursements of water deposits. Water deposit receipts and return estimates are based on previous year activity.								

# City of Gold Beach RESERVE FUNDS WATER DEPOSIT RESERVE FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
WATER DEPOSITS						
Water Deposits Received	0	0	0	12,000	12,000	
TOTAL WATER DEPOSITS	0	0	0	12,000	12,000	0
INTEREST REVENUE						
INTEREST	0	0	0	0	0	
TOTAL MISCELLANEOUS REV	0	0	0	0	0	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	0	0	0	99,613	99,613	
TOTAL BEGINNING FUND BALANCE	0	0	0	99,613	99,613	0
TOTAL RESOURCES	0	0	0	111,613	111,613	0
EXPENDITURES & REQUIREMENTS						
SPECIAL PAYMENTS						
Water Deposit Returns	0	0	0	12,000	12,000	
TOTAL SPECIAL PAYMENTS	0	0	0	12,000	12,000	0
CONTINGENCY & RESERVES						
Fund Reserves	0	0	0	99,613	99,613	0
TOTAL RESERVES	0	0	0	99,613	99,613	0
TOTAL EXPENDITURES & REQUIREMENTS	0	0	0	111,613	111,613	0

# City of Gold Beach RESERVE FUND SEWER RESERVE FUND Fiscal Year 2011-2012

FUND: SEWER RESERVE FUND								
This fund was created to set aside revenue for capital repairs and improvements to the City's wastewater system infrastructure. Funding for the reserve comes from transfers from the Sewer Utility and from funds collected through user rates specifically dedicated to the Sewer Reserve and to the WWTP improvement project.								
Activities associated with construction of the WWTP improvements have been moved to a newly created capital projects fund (WWTP Improvement Fund). Funding collected to pay for WWTP improvements will be transferred to the capital project fund as needed to cover expenses.								

# City of Gold Beach RESERVE FUNDS SEWER RESERVE FUND

		2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
		FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
SERVICE F	<u>EES</u>						
	SEWER RESERVE CHARGE	33,040	32,689	30,000	32,000	32,000	
	WWTP RESERVE CHARGE	361,325	381,055	350,000	384,000	384,000	
	SDC CHARGES	4,886	0	0	0	0	
	TOTAL SERVICE FEES	399,252	413,744	380,000	416,000	416,000	0
INTEREST	REVENUE						
	INTEREST	21,695	11,027	11,000	10,800	10,800	
	INTEREST REVENUE	1,577	0	0	0	0	
	TOTAL INTEREST REV	23,272	11,027	11,000	10,800	10,800	0
TRANSFER	<u>IS IN</u>						
	TRANS FROM GENERAL FUND	146,506	100,000	0	0	0	
	TRANS FROM SEWER UTILITY	50,000	50,000	50,000	169,000	169,000	
	TOTAL TRANSFERS IN	196,506	150,000	50,000	169,000	169,000	0
GRANTS AI	ND LOANS						
	LOAN DISBURSEMENTS	174,915	1,191,810	5,157,344	0	0	
	DEVELOPER CONT/ GRANT FUNDS	315,289	0	275,000	0	0	
	TOTAL RESOURCES	490,204	1,191,810	5,432,344	0	0	0
BEGINNING	S FUND BALANCE						
	BEGINNING FUND BALANCE	1,061,655	1,079,606	1,200,000	1,700,000	1,700,000	
	TOTAL BEGINNING FUND BALANCE	1,061,655	1,079,606	1,200,000	1,700,000	1,700,000	0
	TOTAL FUND DEVENUE	0.470.000	0.040.457	7.070.011	0.005.000	0.005.633	
	TOTAL FUND REVENUE	2,170,889	2,846,187	7,073,344	2,295,800	2,295,800	0

# City of Gold Beach RESERVE FUNDS SEWER RESERVE FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
EXPENDITURES & REQUIREMENTS						
MATERIALS AND SERVICES						
AUDIT	2,080	280	0	0	0	
TOTAL MATERIALS AND SERVICES	2,080	280	0	0	0	0
CAPITAL OUTLAY						
PROJECT COSTS	1,069,160	1,248,756	4,836,432	0	0	
TOTAL CAPITAL OUTLAY	1,069,160	1,248,756	4,836,432	0	0	0
DEBT SERVICE						
LOAN PAYMENTS SRF R37812	0	28,028	400,000	50,000	50,000	
TOTAL DEBT SERVICE	0	28,028	400,000	50,000	50,000	0
TRANSFERS OUT						
TRANS TO GENERAL INDIRECT	0	0	38,088	0	0	
TRANST TO WWTP IMPROVEMENT	0	0	0	969,730	969,730	
TOTAL TRANSFERS OUT	0	0	38,088	969,730	969,730	0
CONTINGENCY & RESERVES						
CONTINGENCY	0	0	350,512	0	0	
RESERVE SRF R37811	0	0	0	55,439	55,439	
RESERVE SRF R37813	0	0	125,000	125,000	125,000	
RESERVE SRF R38712	0	0	0	22,755	22,755	
FUND RESERVE	0	0	0	1,072,876	1,072,876	
TOTAL CONTINGENCY & RESERVES	0	0	475,512	1,276,070	1,276,070	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BALANCE	1,099,649	1,569,123	1,323,312	0	0	
TOTAL UNAPP ENDING FUND BAL	1,099,649	1,569,123	1,323,312	0	0	0
TOTAL EXPENDITURES & REQUIREMENTS	2,170,889	2,846,187	7,073,344	2,295,800	2,295,800	0

# City of Gold Beach RESERVE FUND

### FIRE TRUCK RESERVE FUND

Fiscal Year 2011-2012

FUND: FIRE TRUCK RESERVE

# **Program Description/Mission**

The purpose of this fund is to accumulate enough revenue to purchase a new fire truck. Funding for this reserve comes from a Local Option Fire Truck Levy that was submitted to voters per Resolution R0405-1 and approved by the taxpayers on 11/2/2004. Voters approved a local option levy amount of \$40,000 per year. Collection of levy funds began in FY 2005-2006 and will continue through FY 2012-2013. Beginning in FY 2004-2005, the GB-WRFDD will set aside \$13,000 per year to accumulate and contribute \$91,000. Originally, the \$91,000 was to be submitted to the City on or before April 1, 2011. However, a contract extension was necessary, resulting in the City receiving the funds in FY 2011-2012.

In accordance with ORS 280.110, any balance in this fund that is not expended or obligated by definite commitments within 12 years from the date of the election or adoption of the ordinance or resolution pursuant to which the fund was established shall revert to and become a part of the general fund of the subdivision and shall be transferred thereto by the treasurer or other financial officer thereof.

The last year for contributions to this fund through the Local Option Fire Truck Levy is FY 2012-2013.

The final year for expenditures from this fund is FY 2016-2017.

# City of Gold Beach RESERVE FUNDS FIRE TRUCK FUND

	2008-2009	2009-2010	2010-2011	2011-2012	2011-2012	2011-2012
	FISCAL ACTUAL	FISCAL ACTUAL	COUNCIL ADOPTED	CITY ADMIN PROPOSED	BDGT COMM APPROVED	COUNCIL ADOPTED
LOCAL OPTION TAX LEVY						
PREV LEVIED TAXES RECEIVED	1,834	1,792	1,500	1,700	1,700	
LOCAL OPTION FIRE TRUCK LEVY	37,044	38,525	35,000	36,000	36,000	
TOTAL LOCAL OPTION TAX LEVY	38,878	40,317	36,500	37,700	37,700	0
INTEREST AND CONTRIBUTIONS REVENUE						
INTEREST	2,563	314	400	1,020	1,020	
CONTRIBUTIONS FIRE DISTRICTS	0	0	91,000	91,000	91,000	
TOTAL INTEREST AND CONT REV	2,563	314	91,400	92,020	92,020	0
BEGINNING FUND BALANCE						
BEGINNING FUND BALANCE	140,584	182,025	263,000	291,000	291,000	
TOTAL BEGINNING FUND BALANCE	140,584	182,025	263,000	291,000	291,000	0
TOTAL RESOURCES	182,025	222,656	390,900	420,720	420,720	0
EXPENDITURES & REQUIREMENTS						
CAPITAL OUTLAY						
FIRE TRUCK & EXPENSES	0	0	0	0	0	
TOTAL CAPITAL OUTLAY	0	0	0	0	0	0
CONTINCENCY & RESERVE						
CONTINGENCY & RESERVE  RESERVE FIRE TRUCK FUND	0	0	390,900	420,720	420,720	0
TOTAL CONTINGENCY & RESERVE	0	0	390,900	420,720	420,720	0
UNAPPROPRIATED ENDING FUND BALANCE						
UNAPP ENDING FUND BALANCE	182,025	222,656	0	0	0	
TOTAL UNAPP ENDING FUND BAL	182,025	222,656	0	0	0	0
TOTAL EXPENDITURES & REQUIREMENTS	182,025	222,656	390,900	420,720	420,720	0